

Portsmouth Public Library
Board of Trustees
September 19, 2007

- I. Call to Order. The meeting was called to order by the Chairperson, Amy Brnger at 6:50 p.m. While waiting for a quorum to conduct business, Brnger reminded members of the 6:30 meeting time and the goal of working toward a one hour meeting.

Present were: Elias Abelson, Amy Brnger, Sue McCann, Mitchell Shuldman, Betsy Shultis, and Megan Tehan. Mary Ann List was away and Jody Record was excused.

- II. Secretary's Report. The minutes of the July meeting were distributed. Abelson asked for clarification on the number of members constituting a quorum. Referencing the By--Laws, the number is five
- III. Shuldman moved acceptance of the minutes of July 18. Seconded by Abelson and passed.
- IV. Financial Report. Sue McCann led discussion on the June 30th end-of-the-year Gross Budget. Expenses came in at 96.7% of the target for the fiscal year. She called attention to the natural gas expenditures which came in at less than 50% of the budgeted amount thanks to the new building. Various other expenditures were discussed and explained. McCann also presented the Gross Budget for August 2007, reflecting the upcoming year's budget and explained the figures as well as the Trust Fund balances. Abelson talked about the Federal Bond market which is currently earning about 5% on investments and recommended looking into this. Brnger said that Trustees will discuss investments at next months meeting and asked Abelson to report on this option then.
- V. Director's Report. Sue McCann distributed printed copies of the Director's report (see attached).

The Building Report announced that the building had achieved silver LEED Certification.

Flyers were distributed on the many activities taking place in September with lots of events coming up including "The Big Read," and the New Hampshire film Festival in October. The Film Festival will include free and some ticketed events in the Levenson Room.

The Time Capsule: The estimate for professional photos of Portsmouth came in very high. Barbara Ward has contacted the Portsmouth Herald and will gather some photos for possible inclusion in the Time Capsule. Abelson will look up a new book of Portsmouth photos that has been published recently.

New Staff Activity: Andrea LeClair, a recent Library School graduate has been hired to work part-time in Reference.

- VI. **Trustee Activities.** Abelson and Shultis, members of the Fees Committee will meet with Library Director List when she returns to discuss setting a new fee policy for non-Portsmouth residents who wish to use the Portsmouth Library. The current policy was written in 2005 and will be reviewed for updating. A new Investment Policy as required by a new state law, was proposed for approval by the Trustees. Abelson moved acceptance of the language of the investment policy. Seconded by Tehan and passed unanimously.
- VII. **Acceptance of Gifts.** Gifts of \$225. in memory of Eileen Daly given by the Connecticut Library Consortium, and \$100 in unrestricted funds from the Piscataqua Garden Club were accepted on a motion from Trustee Shuldman, seconded by Trustee Abelson and passed unanimously.
- VIII. No old business reported.
- IX. **New Business.** Sue McCann distributed copies of the New Hampshire Public Library Annual Report for 2006.
- X. **Adjournment.** the meeting was adjourned on a motion from Shuldman at 7:45 p.m. The next meeting will be held on Wednesday, October 17 at 6:30 p.m.

Respectfully submitted,

Betsy Shultis, Secretary