

**Portsmouth Public Library
Board of Trustees
November 28, 2007**

- I. Call to Order. The meeting was called to order by the Chairman, Amy Brnger at 6:12 p.m.

Present were: Elias Abelson, Amy Brnger, Carol Lincoln, Jody Record, Mitchell Shuldman, Betsy Shultis and Barbara Ward. Also present were Library Director Mary Ann List and Assistant Director Sue McCann.

- II. Welcome New Member. The Board welcomed new Trustee Carol Lincoln.

- III. Secretary's Report. Minutes of the October meeting were distributed in advance. Shuldman moved to accept the minutes. Seconded by Record and passed.

- IV. Financial Report. The Income and Expenditure Report showed expenditures at 31.07% to date, on target for 33% of the fiscal year. In answer to a question from Abelson, List said that since the city has accepted the new Library building, future budget reports may show repairs and improvements.

The annual distribution check from the Trustees of the Trust Funds for \$2,617.39 was received on October 18th. A new Trust Fund has come out of probate. The Dorothy L. and William D. Fernald Fund will be controlled by the Trustees of the Trust Funds. Income will be used for purchasing materials for the Library.

- V. Director's Report. Mary Ann List distributed a written Director's Report (see attached) that includes a timetable for preparing the FY 2009 budget; a progress report on plans for Sunday hours in 2008; orientation for new City Councilors; and the new fee policy for nonresident users now in the hands of the City Fees Committee. Final acceptance of the new building has brought the Library into an integral part of the City.

- VI. Trustee Activities. As the first step in preparation of the FY09 budget, trustees reviewed goals and objectives. Shuldman, as representative from the School Board, stated that the School Board would like to strengthen ties with the library and suggested a speakers series, partnering with the library. List observed that this would go under the goal of forming

partnerships with other organizations. Several additions and clarifications were added to goals for the coming year. Library administration will work with staff for further development of the FY09 goals and objectives as budget work continues.

Cell phone use in the library was discussed. Currently the Youth Wing and the non-fiction stack section are the only cell-phone-free areas. In all other areas of the Library, customers are asked to turn of audible rings and hold cell phone conversations as quietly as they would face to face conversations in the Library. There was some discussion that perhaps the cell phone areas could be expanded. There was further discussion of general noise and enforcement of quiet areas.

The Art Acceptance Committee is scheduled to meet on November 29.

- VII. Acceptance of Gifts. Shuldman moved to accept a gift of \$35.00 from Bob Graham. Seconded by Ward.
- VIII. Old Business. The Board's recommendation in October that the Library close early on Christmas Eve afternoon was denied because of union contracts.
- IX. New Business. A recommendation to increase the number of times an organization may reserve a room at the Library from 5 times a year to 8 times, was moved by Record and seconded by Shuldman. Approved unanimously.
There will be no December meeting of the Trustees. The next meeting is scheduled for Wednesday, January 16th.
- X. Adjournment. Abelson moved that the meeting be adjourned at 6:58 p.m. so that Trustees, List and McCann could attend the Recognition Ceremony for outgoing City board members, including several members of the Board of Trustees of the Library. Seconded by Ward and passed.

Respectfully submitted,

Betsy Shultis, Secretary