

Meeting Notice

Portsmouth Public Library Board of Trustees Meeting Agenda

Date: **Wednesday, August 20, 2008**
Time: 6:30 p.m.
Place: MacLeod Board Room

- I. Call to Order
- II. Introduction of New Assistant Director Steven Butzel
- III. Secretary's Report
Minutes of June 18, 2008 meeting.
- IV. Financial Report
 - A. Account status YTD
 - B. Financial Report End of Fiscal Year 2008
 - C. Income/expenditure Report through July 31, 2008
- V. Annual Reports
 - A. City of Portsmouth Annual Report
 - B. NH State Library Annual Report (compiled into NCES records)
- VI. Director's Report
 - A. Activity Report
 1. Building and Capital
 - a. Dedication of Courtyard, The Mahoney Family
 - b. Reworked Lighting for Community Wall of Recognition and Center Stairwell
 2. Integrated Library System—Status Report
 - a. WebPac Pro upgrade—completed July 25
 - b. Release 2007—installed July 27 (after hours install)
 - c. WebOPAC Refresher—to be scheduled September
 - d. Encore Web Interface—to be scheduled October
 3. In-House Catalog Improvements
 - a. Linking records from Library Web Page to Catalog
 - b. Improved staff communication through blog and wiki
 - c. Improvements in platforms for City-wide networks
 4. Programs
 - a. Summer Reading Program—Report
 - b. Teen Summer Programs—Report
 - c. Adult Summer Programs—Report
 - d. Upcoming Programs
 5. Exhibits and Displays
 - B. Personnel
 1. Retirements and Resignations
 2. Recommendations to City Manager
 - a. LAI and LAII in Public Services (part time in circulation)
 - b. LAII in Technical Services (full time after Hersey retirement)
 - c. LAII in Youth Services (Mary Souriolle will return as part time.)
 - d. LAI in Public Services (part time in preparation for Sunday openings)
 - C. Sunday Schedule—Sunday hours will resume September 7th.
- VI. Trustee Activities
 - A. Letter from Attorney General concerning SB 377 Prudent Investor Rule
 - B. Gross Budget
- VII. Acceptance of Gifts
 1. Douglas F. McCrillis, Rosemount, MN \$200.00 in appreciation of service
 2. Charles and Robin LeBlanc \$50.00 in honor of Shelley Hersey
 3. Anonymous \$20.00 in appreciation of service
- VIII. Old Business
- IX. New Business
- X. Adjournment

Next Meeting: **September 17, 2008 6:30 p.m. MacLeod Board Room**

Please email Mary Ann List at malist@lib.cityofportsmouth.com or telephone 766-1710 if you are not able to attend.