

Portsmouth Library Board of Trustees  
Minutes  
Wednesday, April 21, 2010, 6:30 p.m., MacLeod Board Room

Present: Elly Abelson, Carol Lincoln, Grace Lessner, John O'Leary, Jody Record, Betsy Shultis  
Staff: Mary Ann List, Steve Butzel  
Excused: Megan Tehan

#### Secretary's Report

The minutes from the March 17, 2010 meeting were approved.

#### Financial Report

1. The Director reviewed the income/expenditure report through March 2010 and stated we're on budget.
2. The Library Trustee Funds report was reviewed.

#### Director's Report

1. Reviewed FY11 Budget information.
  - a. Discussed the work session with City Council slated for April 22nd at 6:30 p.m., which the Director would attend. If the 96% cut of the library budget is required, it will mean a cut of \$57,000. This would negatively affect personnel and the materials budget, and require discontinuing Sunday hours.
  - b. The Trustees discussed the impact of these potentially severe budget cuts.
  - c. There will be a Public Hearing on the municipal budget May 10th at 7 p.m.
2. Public services update.
  - a. DVDs - holds are now allowed; one renewal is allowed.
  - b. Study Room #3 is now available for customer use.
  - c. The database cleanup project/inventory is underway.
  - d. Museum pass reservation software has been purchased. Individuals will still pick passes up at the library. The software will help monitor use of passes.
  - e. Reviewed "How Libraries Stack Up in 2010" handout, which provides interesting national data about the importance of library services to communities.
3. Reviewed Library's spring program schedule. The Director highlighted the schedule, including strong attendance at activities such as book group (15 attendees); writing group (20 attendees); films (140 maximum in room); special speakers such as sportswriter Jackie McMullan (full house); Senior Moments (50 attendees); Reggae on Tax Day (80 attendees); and Irish music (80). The partnership with Riverrun Bookstore, which brought award-winning author Richard Russo to Portsmouth, was applauded. Children's programs continue to be popular: Story Time (full – 20); Toddler Time (20); Laptime for Babies (20 is full).
4. The new library Meeting Room Policy was distributed, per the March meeting minutes.
5. Reviewed spring exhibits schedule
  - a. Biographical Quilts in Youth Services will go up the week of 4/21.
  - b. Recycled Art exhibit throughout library in May is part of the Sustainability Exhibit.
6. Staff Activity and Training
  - a. Steve Butzel attended the Computers in Libraries Conference. He reported there was much emphasis on information mobility on phones and for digital services.
  - b. Four staff members will be attending the NH Library Association Conference May 13-14.

Trustees Activities / Reports / Discussion

1. NH Library Trustees Association Conference – Ms. Lincoln is planning to attend.
2. The trustees were invited to attend the public unveiling of the Middle School Building Project update April 28th at the High School.

Acceptance of Gifts and Grants – none.

New Business

1. The chair signed our state annual report, which was submitted to IMLS.
2. The Director reported that the library had scored very well on the annual HAPLR Report, which looks at library performance and efficiency. Portsmouth is the highest scoring library in NH.

Old Business.

1. The repair of the front steps is underway.

The meeting was adjourned at 8:00 p.m.

Next Regular Full Board Meeting: **May 19, 2010**

Respectfully Submitted,  
Grace Lessner  
Secretary