

Portsmouth Library Board of Trustees
Minutes
Wednesday, January 19, 2011, 6:30 p.m., MacLeod Board Room

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

Secretary's Report. The minutes from the November 17, 2010 meeting were approved, with the next meeting date corrected to January 19, 2011. The Board did not meet in December 2010.

Financial Report

1. The Director reviewed income/expenditure report through December 2010 and stated we're on budget.
2. The Board reviewed the Library Trustees Assets report.

Director's Report

1. The Quarterly Statistics Report for the first and second quarter (7/1/10 – 12/31/10) was reviewed.
2. The program schedule, which includes the Build Green Portsmouth series, programs for kids from pre-K to high school, and computer classes, was reviewed.
3. Digital projects. Interns are working on projects, including North End House Histories and Haven School Neighborhood records.
4. Staffing. John Bickerstaff is the new Library Assistant I in Youth Services (he moved from Circulation); a Library Assistant I position in Public Services (12 hours a week including Sunday circulation) is open.
5. Staff Activities. The Assistant Director attended the ALA Midwinter Conference, representing NH; the Director will chair the New England Library Association 2011 Annual Conference.
6. Partnerships. The Library partners with a variety of organizations on different events and projects, including: Chamber of Commerce Holiday Doors Contest; Arts in Reach—The Phenomenal Woman Project; Art-Speak Arts and Economic Prosperity; Portsmouth Middle School—Ending the Cycle of Bullying; Friends of the Library—Splash! Art Show opening March 3 with Reception March 13.
7. Departmental and individual evaluations and planning are underway with FY11 Goals and Objectives.
8. FY12 Budget Preparation—Numbers due to Finance Department this month.
9. Building issues and improvements. Perimeter cameras have been ordered. A wind block for the front doors is being tested due to excessive wind and cold entering the lobby.
10. Portsmouth Middle School expansion. Construction plans and options are being discussed by the committee, including a second gym. Groundbreaking is set for March.

Assistant Director's Report.

1. Library Anywhere, the PPL mobile catalog, is about to launch. There's also an app available.
2. The PPL online community on Facebook and Twitter is growing.

Trustees Activities / Reports / Discussion.

Vacancy Appointments. The nominations of Kate Kressley and Valerie Cunningham to the Library Board have had their first reading before the City Council.

New Business – none.

Old Business – none.

Acceptance of Gifts and Grants. The following funds were accepted by the board: David Hussey (\$43.11 unrestricted); Gary and Dure Almed (in memory of Gloria Dunn \$25 unrestricted); Evelyn S. Karu (\$25 unrestricted); Karnan Fund (\$450 addition to established materials fund); John Jay (in honor of Doreen Gray materials for Youth Collection/ Social responsibility \$100); Heather Armitage (\$50 unrestricted); Richard S. Hayes (\$46 unrestricted).

The meeting was adjourned at 8 p.m.

Next Regular Full Board Meeting: February 16, 2011

Respectfully Submitted,
Grace Lessner, Secretary