

Meeting Minutes

Portsmouth Public Library Board of Trustees

Date: April 19, 2023

Time: **6:40 pm**

Place: Hilton Garden Room

- I. Call to Order – 6:39pm
- II. Attendance - Marsha Fillion, Kelly Delekta, Katinka deRuitter, Ann Walker, Janaki Fonseca, Latonya Wallace, Richard Katz, Excused: Laura Horwood-Benton, Jeff Stern, Maria Peppas
- III. Secretary's Report – March 15, 2023 minutes approved.
- IV. Financial Report
 - A. 67.4% of budgeted funds expended (target of 75%). \$11,000 salary additions made to the overall budget.
 - B. Expending some funds from the Trustees account for books and materials to free up funds for strategic planning survey.
 - C. Christine presenting new fiscal year's budget to the City Council on May 15.
 - D. Cutting some periodicals to trim expenses.
 - E. Discussion of restrictions on revenue sources and opportunities/avenues for potentially raising additional funds.
- V. Director Report
 - A. Programs
 - i. Tick Talk tomorrow evening; Organic Gardening class wrapping up on Saturday; Sustainability Fair on Friday 4-7pm.
 - ii. More and more people are attending programs. Compiling federal statistics, including database usage, circulation numbers, digital collection usage, etc.
 - B. Buildings and Staff
 - i. Roofers fixed two areas over café and sunroom that had leaks.
 - ii. One new opening in Youth Services.
 - C. Visit to Derry Public Library – developing a staff visiting program to trade ideas.
 - D. Christine speaking with the Chamber's Executive Board around how the Library would like to partner more with local businesses. Help businesses understand Library resources, speaker series, etc.
- VI. Trustees Activities / Reports / Discussions
 - A. Meeting Room Policy – Edit to emphasize restriction of usage to just nonprofits. Christine to make final edits prior to Trustees' vote at the next meeting.
- VII. New Business
- VIII. Acceptance of Gifts or Grants
 - A. \$50 from the Portsmouth Poet Laureate Program accepted.
- IX. Old Business
- X. Adjournment – 7:42pm

Next Regular Full Board Meeting: May 17, 2023

Please email Christine Friese at ccfriese@cityofportsmouth.com or call Christine at 766-1703 if you are not able to attend.