

**Meeting Minutes**  
**Portsmouth Public Library Board of Trustees**

Date: September 20, 2023

Time: 6:30 pm

Place: Hilton Garden Room

- I. Call to Order: 6:30pm
- II. Attendance: Laura Horwood-Benton, Marsha Fillion, Kelly Delekta, Jeff Stern, Katinka deRuiter, Ann Walker, Richard Katz, Jennifer Mandelbaum, LaTonya Wallace, Meganne Fabrega, Maria Peppas.
  - A. Transition of board membership – Richard, Latonya, and Jan are rolling off the board. Welcome to new trustees Jennifer Mandelbaum and Meganne Fabrega.
- III. Secretary's Report: June 21, 2023 minutes approved.
- IV. Financial Reports: Tabled until October meeting.
- V. Director Report:
  - A. Programs
    - i. Currently hosting Koha Con, an international conference for the open-source library automation software system and a lot of staff have been working hard to develop the conference.
    - ii. Built a new Little Free Library.
    - iii. Strategic Planning
      - a. Received over 2,000 responses to the recently conducted community-wide survey.
      - b. Community forums are approaching with the goal of learning more about survey responses and hearing more from residents. The forums are 9/25 at 6:30pm, 9/26 at 6:30 (virtual), 10/1 at 2pm at the Senior Center.
  - B. Buildings and Staff
    - i. Recently made a new hire in Youth Services (Karen Dunham).
- VI. Trustees Activities / Reports / Discussions
- VII. New Business
  - A. Meeting Room Policy – Newly revised meeting room policy adopted by board vote.
  - B. Materials selection policy – Reviewing this policy along with the material challenge process/form.
  - C. First Amendment Auditors – reviewed procedure for enforcing recording policy.
- VIII. Acceptance of Gifts or Grants
  - A. Portsmouth College Women's Club \$45.00 - accepted
  - B. Meganne Fabrega in honor of Heather Armitage \$40.00 - accepted
  - C. Penny Bartko in memory of Nishma Duffy \$100 - accepted
- IX. Old Business
- X. Adjournment: 7:29pm

Next Regular Full Board Meeting: October 18, 2023

Please email Christine Friese at [ccfriese@cityofportsmouth.com](mailto:ccfriese@cityofportsmouth.com) or call Christine at 766-1703 if you are not able to attend.