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
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.