Meeting Minutes
Portsmouth Public Library Board of Trustees

Date: September 18, 2019
Time: 6:30 p.m.
Place: MacLeod Board Room

I. Call to Order - @ 6.32pm
II. Attendance
III. Secretary's Report. Minutes of July 17, 2019 meeting - accepted
IV. Financial Report
- A. Income-Expenditure Report for FY20 – early in the year and on track.
- B. Capital Improvement Plan FY21
  - i. Proposal to replace all 41 green chairs and 6 loveseats.
  - ii. Focus on made in USA, sustainable materials
  - iii. Looking for similar color and fabric to current chairs from the same company that produced the original chairs. A second quote has been sourced from a company in CA.
  - iv. This is the initial research for the Capital Improvement Plan proposal
V. Director and Assistant Director's Report
- A. Administrative News
  - i. New Reference Librarian I – started on 9/16 – Izzy Oneiric
  - ii. Two New Trustees Effective October 1
    - a. Jack Jamison and Bruce Boley have completed their second term and therefore are leaving the Board.
  - iii. Portsmouth400 Steering Committee and Programs (2023) – Steve has been appointed the Co-Chair of the steering committee. Library will be at the center of the programming for the 400th celebrations.
- B. New Services
  - i. CreativeBug –Streaming Video service for crafts/jewelry lessons.
  - ii. Next Reads Newsletters – Historical Fiction is leading the sign ups!
- C. Library Programs & Exhibits
  - i. Summer Reading Programs update – very successful, 165 Adults participated, participation in all age groups increased.
  - ii. Multiple Youth Services Book Groups
  - iii. Finding Refuge Film Series with World Affairs Council of NH
    - a. Sept. 10, Oct. 1, Nov. 5
  - iv. Grow with Google & Seacoast SCORE, Sept. 16 – small business support from retired executives who act as coaches for entrepreneurs.
    - a. Christine presented how the library resources could be used to support this program and was asked to be a mentor.
  - v. Local History Film & Discussion: *Keepers of the Light*, Sept. 18
  - vi. Plains Speaking: Portsmouth's 1696 Massacre in Fact & Fiction, Lisa Brooks
    - a. Sept. 26 at library in Partnership with Pontine Theater
  - *vii. Toni Morrison: The Pieces I Am*, Sept. 22
  - viii. Guitar Sundays
    - a. Oct. 13 in the Levenson Room
    - b. Nov. 3 at PMAC
    - c. Dec. 1 in the Levenson Room
  - ix. "Share the Square" Days, Sept. 29 & Oct. 6
  - x. "Master Prints and Master Printers" exhibit, Aug. 10 – Oct. 13
    - a. Master printmaker Don Gorvett along with master printer Robert Townsend
    - b. Reception, Sept. 19, 6:30 – 8:30
  - xi. After Hours Genealogy Research with Experts, Oct. 20
- D. General Comments
  - i. Complete count committee – Census 2020 – ensuring that every resident is counted. Both City and State Committees. Libraries will be proactive in their communities and hold for example a census day so you can received help filling out the forms on-line.

      ii.   McMillan Publishers – e-book policy change library or system can only buy one book and then no more for eight weeks. NH Library Association has written a letter to the editor and there is a national petition to stop this policy. Ebooksforall.org.

     iii.   Lynda.com – Microsoft has purchased and is moving this to the Linkedin Learning platform. They will require people to have a Linkedin account. This is against library privacy policies to require this level of information. Christine is looking at how the account can be created with a limited amount of information and will share it with patrons in a class. The decision is to let patrons decide if they want to continue and review it at the end of the financial year.

     iv.   Library Management team attended TedX Portsmouth last week for professional development.

  VI.   Trustees Activities / Reports / Discussions

  VII.   New Business

 VIII.   Old Business

  IX.   Acceptance of Gifts and Grants

  X.   Adjournment

Next Regular Full Board Meeting: Wednesday, October 16, 2019

Please email Steve Butzel at skbutzel@cityofportsmouth.com or Barbara Weismann bhweismann@cityofportsmouth.com or call Steve at 766-1710 if you are not able to attend.