

Portsmouth Library Board of Trustees Minutes
Wednesday, November 20, 2013, 6:30 p.m., MacLeod Board Room

Present: Elly Abelson, John Crist, Grace Lessner, John O'Leary, Jody Record
Staff: Mary Ann List, Steve Butzel
Excused: Mary Olea, John Weaver, Ernestine Greenslade

Secretary's Report. The minutes from the October 16, 2013 meeting were approved.

Financial Report. The Director reviewed the income/expenditure reports through October 31, 2013. The Director reviewed the distribution of trust income from the Trustees of the Trust Fund (\$11,700).

Director's Report/Assistant Director's Report.

Programs and Exhibits (promoted via handouts, website and EventKeeper calendar). Highlights include NaNoWriMo Month in November; memoir writing course; children's literature seminar; Lego engineers drop-in; movie matinee for kids; Film Eclectica series; and ongoing computer courses.

Non-Resident Fees. A board committee reviewed the non-resident fees for FY15, and recommended the following fee structure: \$90 per year, \$50 per half-year, \$80 per year for seniors age 65+, and \$45 per half-year for seniors. The board approved this new fee structure.

Buildings and Grounds. The windbreak at the front door of the library has been opened, and there is signage to direct customers around it. The library is having a lighting analysis done by PSNH to maximize its efficiency.

Technology. The board reviewed the library Social Software Policy/Social Media Policy, which has been updated to replace "software" with "social media" as the terminology has changed since the policy was written.

Staff Activity. Work continues on updating the Library goals and objectives.

Projects. The library has a blog to discuss books, which is written by a staff member. The digital microfilm reader and microfilming of the Portsmouth Herald continues. The State Library will get a second copy once the filming is completed. The Wi-Fi upgrade is still being assessed. We're working with the company that did the original installation six years ago to make it more robust for streaming video and the number of users who connect to it daily.

New Business – none.

Old Business – none.

Acceptance of Gifts and Grants. The Board accepted a gift of \$100 from Mary Beth and Peter Bloser in honor of Cheryl Frye, and gifts in memory of Dorothy Maskwa by Nora E. Todd (\$100) and St. Thomas Aquinas High School (\$50).

The meeting was adjourned at 7:25 PM. Next regular Board meeting: December 18, 2013 at 6:30 PM.

Respectfully submitted,

Grace Lessner, Secretary