

# Meeting Minutes

## Portsmouth Public Library Board of Trustees

Date: May 18, 2022

Time: 6:30 pm

Place: Hilton Garden Room

- I. Call to Order: 6:37pm
- II. Attendance: Christine Friese, Marsha Fillion, Ann Walker, Latonya Wallace, Jody Record, Richard Katz. Attendance via Zoom: Jeff Stern, Kelly Delekta  
Absent: Maria Peppas, Jan Fonseca
- III. Secretary's Report: April 20, 2022 minutes approved
- IV. Financial Report
  - A. Income-Expenditure Report: As of 5/18, 78% of gross budget expended and 83% of City budget expended (against 87.5% target).
  - B. Christine presented the proposed FY23 library budget to the City Council.
- V. Director Report
  - A. Administrative News: Applicant volume is low for open positions.
  - B. Library Programs & Services: Tent is being utilized, volume increasing for meeting room usage; gearing up for Summer Reading kickoff on June 17; soft launch of "Transparent Language" on June 1; partnership with Indonesian Community Connect in Somersworth is in development.
  - C. General Comments
- VI. Trustees Activities / Reports / Discussions
  - A. Mask Policy: Review of possible mask requirements being limited to youth patrons by hours of operation. Awaiting input from Portsmouth health officer.
  - B. Meeting Room Policy: Capacity limitations will shift as cases shift.
  - C. For discussion during the next meeting. Christine will circulate current Materials Selection Policy and related reading to inform potential edits.
- VII. New Business
- VIII. Acceptance of Gifts or Grants
- IX. Old Business
- X. Adjournment: 7:34pm

Next Regular Full Board Meeting: June 15, 2022

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.