

**Newburyport Public Library
Board of Directors – Regular Meeting
March 6, 2013**

Call to Order

The meeting began with a time of recognition and socializing for retiring Board member Josiah Welch. Mayor Donna Holaday presented Mr. Welch with a citation from the city as well as a pin with the city seal, in recognition of his 45 years of service to the Library Board of Directors, in addition to his many other civic endeavors. Guest Dorothy LaFrance, retired Head Librarian, and Cynthia Dadd, current Head Librarian, made remarks of gratitude to Mr. Welch, who served as a Board member from 1968-2013. At 5:45PM, Mr. Welch convened the business meeting. Attending, in addition to Mr. Welch, were Board members Kathy Carey, James Connolly, Joseph Donnelly, Marcia Edson, Robert Gould, Steven Moore, Elizabeth Valeriani and Mayor Holaday. Also attending was Head Librarian and Recording Secretary Cynthia Hubbard Dadd. Monica Blondin, Barbara Dowd and Thomas O'Brien were absent.

Approval of Minutes

The minutes of the February 6, 2013 meeting were approved as written on a motion by Ms. Edson; seconded by Ms. Valeriani.

Board Appointment

Ms. Dadd reminded the members that at the last meeting, the Board agreed to forward a suggestion to the Mayor to appoint Gary Gorski to the seat that will be vacated by Steve Moore when he assumes the "permanent" seat after Josiah Welch's departure from the Board. Ms. Dadd said that the Mayor had agreed with the recommendation and said that she would begin the appointment process. Ms. Dadd was unsure of the time frame for this.

FY14 Budget Request

Ms. Dadd told the Board that she had met with the Mayor regarding the library's budget submission. The Mayor responded that, although city budget has not been finalized due to unknown health insurance costs, she is optimistic that the library request will remain as submitted. The request includes a new line item for technology purchases.

Gift/Naming Request – Although the Board adopted a revised gift/donation/memorial policy, Ms. Dadd again placed this topic on the agenda I because of further correspondence from the potential donor to the Friends of the Library to the FOL president, Amantha Moore. Ms. Moore and Ms. Dadd suggest that a potential memorial

plaque be considered a historical artifact and as such, will be accepted for display in or around the Archival Center. It appears that the donor is no longer suggesting a naming opportunity around a potential monetary bequest.

Ethics Test

Mr. Donnelly requested that Ms. Dadd again forward him the link to the state ethics test.

New Business:

Teen Loft/Children's Room News

Shannon Schinagl, Children's Librarian and Jessica Hilbun, Teen Librarian, submitted the following reports regarding youth activities:

Last month we had some great programs. Shannon and Jessica teamed up to show Willy Wonka and the Chocolate Factory on a half day of school to a crowd of 30 kids, tweens and teens. Ten tweens and teens attended the Valentine's Day party. The spy training program only had a handful of participants, but they were very enthusiastic and loved the scavenger hunt using different types of code breaking.

The number of programs will be reduced in March because in order to save some money for summer programs and to allow time to focus on the grant. Shannon and Jessica will show the Wizard of Oz on March 7th (a half day of school). Since there have been requests for more craft programs, we are having a Feeling Lucky Party on the 14th where teens will be able to make a good luck charm, and on the 28th (Tween and Teen Crafternoon) we'll be making DIY safety pin bracelets.

February Statistics

Lynn Marks provided a statistical report for February.

Even though the library was closed for three days due to snow (16% fewer hours than last Feb.), and parking was a problem, the circulation statistics still fared generally well. Attendance was down 6% and circ. Stats down 9%. Museum pass usage suffered the greatest decline (25%), presumably weather related. Other MLVC libraries posted similar results. Although the monthly totals seem low, the activity level on most days felt very active. Generally, staff members handle 2,300 items per day.

Other

FOL Book Sale – Ms. Dadd reminded the Board that the Friends of the Library spring book sale will take place March 28-30, with a member preview sale on Wed., March 27th. Book donations will be accepted beginning Saturday, March 23rd.

MBLC Grant (tween services) – Jessica Hillbun and Shannon have submitted the draft of their grant proposal for tween services, which seeks to turn the third floor over the Teen Loft into a dedicated teen/tween space for homework/relaxation/programming. The consultant at the MBLC will review and revise the grant application for final submission in April. Funds, if awarded, will be available next fall. If the funds are approved, we will probably apply for supplemental funding, as the renovation aspects of the project could be expensive.

Open Meeting Law program – Ms. Dadd distributed handouts from the open meeting law program presented last week by the city's attorney.

Article – Ms. Dadd distributed copies of an article about challenges and funding issues facing libraries today.

Books in Bloom fundraiser – Ms. Dadd let the members know that tickets are now available for the FOL/NBPT Horticultural Society fundraiser, Books in Bloom, scheduled for Saturday, April 6th. They are \$25 and include food, wine, music and flowers. There will also be raffles and a silent auction.

March Calendar

The March library calendar was reviewed. Ms. Dadd reviewed her meeting schedule for March.

Adjournment

The meeting was adjourned at 6:30PM on a motion by Mr. Gould; seconded by Ms. Valeriani. The next meeting will be held on April 3, 2013 at 5:15 PM.

Respectfully submitted,

Cynthia Dadd
Recording Secretary