

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

Call to Order

The meeting was called to order at 5:15PM by Elizabeth Valeriani. Attending, in addition to Ms. Valeriani, were Board members Kathy Carey, James Connolly, Barbara Dowd, Marcia Edson, Robert Gould and Steven Moore. Also attending was Head Librarian and Recording Secretary Cynthia Hubbard Dadd. Monica Blondin, Joseph Donnelly, Thomas O'Brien, Josiah Welch and Mayor Donna Holaday were absent.

Approval of Minutes

The minutes of the January 9, 2013 meeting were approved as written on a motion by Ms. Edson; seconded by Mr. Moore.

Board Appointment

Since Mr. Moore has agreed to succeed Mr. Welch in his post as Permanent Board member, a member will need to be appointed to fill Mr. Moore's seat. Ms. Dadd suggested that the Board recommend to the Mayor that she appoint Gary Gorski as the newest Board member. Mr. Gorski is an active library user, the parent of young children and served on the Head Librarian selection committee. The Board agreed to make this suggestion to the Mayor. Plans were also made to honor retiring Board member Josiah Welch. Mr. Welch has admirably served as a Board member for over fifty years.

Ethics Test

Ms. Dadd gave Board members the link to the online ethics test that all municipal employees and board members must take every two years. This test has video/audio instructions and is directed specifically to municipalities, unlike the former state-focused test. Each person should print out the certificate of completion and forward it to the City Clerk's office.

New Business:

FY14 Budget Request

Ms. Dadd distributed a copy of the FY14 budget request that she will submit to the Mayor. The salary line items include recently negotiated AFSCME raises. Ms. Dadd will meet with Mayor Holaday and Peter Lombardi next week to discuss the budget submission.

Teen Loft/Children's Room News

Children's Room –Shannon Schinagl provided the following report:

The Children's Room spent January getting back into the swing of things after the holidays and school breaks. Story times and Embroidery Club started up again, and the crowds were thrilled to come back!

February will be a busy month. In addition to story times and Embroidery Club, we have planned programs every single day during Winter Break. We will be showing movies, providing art programs, hosting Lego Club, and, of course, helping the Friends with the ever-popular magic show and children's book sale!

Children's Room staff have already begun planning for spring break.

Shannon and Jessica H. (teen librarian) have begun to work together closely. Shannon and Jessica meet every Wednesday to share information and plan tween programs together. In addition, led by Jessica, Shannon and Jessica are applying for a big grant to create a separate, comfy and welcoming space for tweens and teens.

Teen Loft – Teen activities were reported by Jessica Hilbun.

Last month saw several successful programs. The One Direction party was the most popular by far--there were 16 participants! The teens answered trivia questions, played musical chairs to the band's music, ate cake and entered a raffle for some great prizes. One of the regular program attendees won the much-coveted Harry Styles cardboard cutout.

Great things are planned for February. The children's and teen departments will be celebrating Children's Author and Illustrator week by showing either Willy Wonka

and the Chocolate Factory or Charlie and the Chocolate Factory--attendees get to vote to decide. Other upcoming activities are a Valentine's Day program and during a spy themed program in honor of the release of the latest Ally Carter Book. The teens will learn different spy tactics, and will go on a secret mission in the library! Overall, program attendance has skyrocketed and there is high demand for programming. The challenge is to make sure that we have the space and supplies to accommodate everyone.

January Statistics

Lynn Marks provided a statistical report for January. It was a busy month, with 15 more open hours than Jan. 2012 (5% increase), but lower attendance. However, those people checked out more materials as the circulation was up in most categories. The only decreases were in CDs (both children's and adult), possibly due to: 1. Digital alternatives (Overdrive usage increased by 3%) 2. The move of the adult CD collection to the second floor reference area.

Other

Revised Gift Policy – Ms. Dadd distributed copies of the revised Gift Policy which had been approved at the January meeting, to update Board member policy handbooks.

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 for “Tween” Services – Ms. Dadd updated the Board on the status of the grant proposal being submitted to the MA Board of Library Commissioners. The teen and children's librarians are seeking funding to create a special teen/tween space. The grant letter of intent has been approved and the librarians are finishing the full application. Funding, if approved, would be received in the fall of 2013. Supplemental funding may be sought for this project. Board members suggested the charitable foundations of the Provident, Eastern Bank, Walmart, Target and Starbucks.

Marriage Proposal – Ms. Dadd told the Board that on Saturday, February 2nd, the Directors' Room of the library was the site of a marriage proposal. The happy couple sent a thank you note for the assistance of the Head Librarian and staff in making their day special.

February Calendar

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

Adjournment

The meeting was adjourned at 6:15PM on a motion by Ms. Dowd; seconded by Mr. Moore. The next meeting will be held on March 6, 2013 at 5:15 PM.

Respectfully submitted,

Cynthia Dadd
Recording Secretary