

**Newburyport Public Library
Board of Directors – Regular Meeting
January 9, 2013**

Call to Order

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

Approval of Minutes

The minutes of the December 5, 2012 meeting were approved as written and entered into record.

NAID Request

Ms. Dadd reminded the Board that the Friends of the Library had made a funding request to the NAID Foundation on behalf of the library. The Friends were recently notified that the foundation made an award to them in the amount of \$10,000. Ms. Dadd said that the funds will be used to purchase additional computer tables with wire management to match those recently installed in the renovated Reference area.

No Trespass Orders

At its December meeting, the Board had agreed to issue permanent "no trespass" orders to two patrons with a history of problem behavior at the library. Ms. Dadd told the Board that there is no available address for one of them, so the person will receive the order upon coming to the library. The other received the order via certified mail. Copies of the "no trespass" orders were sent to the Mayor and to the Police Department.

Gift Policy/Naming Rights

At two previous meetings, the Board discussed an offer by an individual to bequeath a sum of money to the Friends of the Library, with the proviso that the NPL Archival Center be named in memory of his father who had formerly worked at the library. There was discussion about re-working the existing donor plaque for this room, to include this name. Respecting the current wishes of the original room donor, no action

will be taken on this. The president of the Friends will convey this message to the requester. The larger question of donations/naming rights was taken up. At the December meeting, the Board had instructed Ms. Dadd to draft language to add to the Gift Policy, to address these types of questions long term. Ms. Dadd presented a draft of the policy addenda which was approved by the Board. Final copies will be distributed at the February meeting for inclusion in policy handbooks.

New Business:

Teen Loft/Children's Room News

Children's Room –

Shannon Schinagl submitted the following report:

The children's room had fewer story times but more special programs in December.

Perhaps the highlight of the month was a visit from Farmer Minor, his pot-bellied pig, Daisy, and two pugs. 102 people of all ages laughed at Farmer Minor's stories and got to hug Daisy and pet the two dogs. Shannon, Head Children's Librarian even kissed Daisy!

The Children's Room hosted two movie afternoons in December. The first was an afternoon of three Christmas classics: Rudolph, the Red-Nosed Reindeer; Frosty the Snowman, and A Charlie Brown Christmas. In the week between Christmas and the New Year, we showed "Back to the Future". Melanie and Shannon also shared stories and a craft, and led a group in some winter sing-along songs.

The children's room staff continued to weed outdated and very worn materials from the department, and ordered fiction, non-fiction, picture books and media to keep the collection fresh and up-to-date.

The next session of all of the ongoing programs began this week. We have something for everyone with: Library Babies (0-11 months), Wonderful Ones! (12-23 months), Mother goose (24-35 months), Preschool story time (ages 3-5) and Pajama Story time (all ages). The Lego Club continues on Saturdays and the Embroidery Club is back due to popular demand. This is for anyone in grades 3-6 and the first project will be a stuffed animal. On Thursday, January 24th, we will be hosting a "One Direction" party for tweens and teens grades 4 and up.

Teen Loft

Jessica Hilbun submitted the following report: Things have been very busy in the Teen Loft! Program attendance last month increased dramatically. Both Gingerbread House Decorating programs filled up with 12 participants each, and the Spa Day event had a whopping 16 attendees! This month is going to be busy too. In addition to a fortune telling craft event this week, the library is co-hosting an all-day workshop on Saturday called "E3: Exploring Entrepreneurial Experiences" with Sabra Dow from Girls Inc. of the Seacoast Area. This is the same group that presented last year's well received workshop for girls on financial literacy. Teens have also been contacting Jessica to specially request programs. Two teen-requested events this month include "An Evening of Awesome" which will celebrate famed YA author John Green, and "Pride and Prejudice and Pizza," an "after hours" screening of the 2005 adaptation of Pride and Prejudice. In addition to all this great programming, Shannon and Jessica have received news that their MBLC grant application for a Tween Programming project has made it to the next round of the process. They will attend a workshop next week that will help with the grant writing.

December/6 months statistics

Lynn Marks provided a statistical report for December. Andrea Bunker and Giselle Stevens provided 6 month statistical accumulations for a variety of metrics. Dec. was a quiet month. Stats reflect that the library was open 11% fewer hours than last Dec. (calendar, holiday closures, staff meeting). We saw 19% fewer patrons, who checked out 8% fewer items. DVD circulation increased a bit as did Children CDs, Museum passes and Overdrive downloadable and ebooks. Adult CD circulation is down, possibly due to the collection's new location or to the competition from Overdrive and digital music downloads. Freegal usage is up. We anticipate a much busier January as the weather remains cooperative and people resume normal routines.

Board Appointment

Josiah Welch expressed his desire to step down from his post as a permanent director on the library's Board of Directors. He asked current appointed board member Stephen Moore to succeed him and Mr. Moore accepted this invitation. Mr. Welch plans to stay on the Board through the March 2013 meeting. The Mayor will need to appoint a board member to succeed Mr. Moore.

State Aid Award

The library and the Mayor's office have been notified of the library's 1st half State Aid award in the amount of \$10,963. Assuming static budget conditions, the library should receive a similar award toward the end of the fiscal year.

Open Meeting Training and Ethics Test

Ms. Dadd told the Board that the city's attorney, Kopelman and Paige, will be presenting a training session on open meeting law. Mayor Holaday would like members of all city boards and commissions to attend. An updated version of the Ethics Test that all employees and board members took two years ago will be available soon. Unlike the previous version, this test is directed at municipal employees.

Other

Representatives from Next Step Living , a company partnering with the City's Energy Advisory Committee and National Grid, attended the meeting. They requested to staff a table in the lobby for two/three sessions each month, to discuss free home energy assessments with homeowners. The Board approved this request and the representatives will coordinate activities with Ms. Dadd.

January Calendar

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

Adjournment

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

Respectfully submitted,

Cynthia Dadd
Recording Secretary