

**Newburyport Public Library
Board of Directors – Regular Meeting
April 4, 2012**

Call to Order

The meeting was called to order at 5:20PM by Josiah Welch. Attending, in addition to Mr. Welch, were Board members James Connolly, Marcia Edson, Robert Gould, Steven Moore and Elizabeth Valeriani. Also attending was Head Librarian and Recording Secretary Cynthia Diminture. Monica Blondin, Kathy Carey, Joseph Donnelly, Barbara Dowd, Thomas O'Brien, and Mayor Donna Holaday were absent.

Old Business:

Approval of Minutes

The minutes of the March 7, 2012 meeting were approved as written, on a motion by Ms. Valeriani; seconded by Mr. Moore.

FY13 Budget

Ms. Diminture reported that she met with the Mayor and Andrew Flanagan on March 12th regarding her FY13 budget submission. The request will go forward as submitted.

Reorganization Project

Ms. Diminture, Giselle Stevens and the Information Services Department staff met with Sarah Holden, Project Manager and Shannon Alther, architect, to review the latest drawings for the reference desk and office. With feedback from the staff, Mr. Alther will revise the drawings in preparation for construction. Ms. Diminture was given permission by the Mayor to make a request to City Council for funding from free cash for the carpeting component of this project. This request had previously been submitted as part of the city's capital improvement plan, but the timing of the funding allocation would not coincide with the rest of the project. Mr. Flanagan told Ms. Diminture that the request would likely be voted on at the end of April/beginning of May.

Personnel Update

Ms. Diminture apprised the Board of the status of personnel changes. Elizabeth Pendak continues to recover from an illness and no date has been set for her return to work. Ellen Kaminski is retiring from her position as Senior Librarian/Technical Services, effective April 6th. Sarah Moser, Senior Librarian/Information Services, has accepted a new job at the Central Square Branch of the Cambridge Public Library. Her last day of work was March 29th and she is on vacation for two weeks prior to starting her new job. Jane Lemuth, previously a Library Technician, has been hired to fill the Staff Librarian vacancy created by Virginia Champi's retirement. All three job openings have been posted internally for AFSCME union employees, with an application deadline of April 6th.

Books in Bloom Friends' Event

Ms. Diminture updated the Board on the status of the upcoming Books in Bloom fundraising event. The committee has met several times, has been able to obtain the necessary liquor license and has commitments from approximately twenty people to create floral displays. Tickets will be available soon. They will be sold by volunteers in the library lobby at designated times. They will also be available at all times at the circulation desk. Tickets (\$25/person) will entitle the holders to food, drinks and music while they enjoy the book and floral combinations. Proceeds from the fundraiser will be divided between the Friends of the Library and the Newburyport Horticultural Society.

Fran Dalton Photo Exhibit

Jessica Gill, the library's archivist, is working with Ms. Diminture and a volunteer on the Fran Dalton photo exhibit/reception scheduled for Saturday, June 9th, 1-4PM in the Program Room. Attendees will enjoy light refreshments and harp music. Ms. Diminture told the Board that she has ordered art display/exhibit panels to showcase the photos. These panels will be useful for future displays as well.

Clock Repair

Ms. Diminture informed the Board that the clock near the Reference Desk, given in honor of Ed Molin, has been repaired.

Friends of the Library Book Sale

Ms. Diminture reported on another successful book sale by the Friends of the Library. The opening night member preview sale brought in \$3,300 and the total proceeds were over \$10,000.

New Business:

Teen Loft/Children's Room News

Ms. Diminture told the Board that the Children Room continues to be very busy, with 3 year old story time, 4-6 year old story time, book buddies for grades 1-3, mother goose and library babies programs and lego club. A new program, "Wonderful Ones", will begin soon. This will fill the requests for a program for children ages 11-17 months. It will be conducted by Melanie Bennett who does the program for babies. Highly anticipated for school vacation week is the library sleepover. The Teen Loft is also the site of much activity. The Hunger Games party was a great success. A Teen Advisory Board member has begun a newsletter, *Teen Loft Tribune*. Andrea Bunker, Teen Librarian, was honored by the Beacon Coalition at an awards night at City Hall on March 29th. A large group of her co-workers was present to celebrate with her.

March Statistics

March was a very busy month. Total circulation was 30,062, slightly down from last March, but up almost 3,000 from February. The number was similar to that of last August. Adult book and DVD circulation was high.

Board Re-appointment

Ms. Diminture has received word that Barbara Dowd has been re-appointed to the Library Board of Directors, with a term running until January 2019.

State Aid Award

Ms. Diminture received notification from the MA Board of Library Commissioners that the second half State Aid award payments will be processed after the MBLC meets on April 5th. It may take up to several weeks after that for municipalities to receive the payments. The second award will be approximately the same as the first, a little under \$12,000.

Other

Ms. Diminture informed the Board that she has accepted the nomination to be Vice-President/President/Elect of the Merrimack Valley Library Consortium next year. In her new role as Vice-President, she will be in charge of the long range planning process for the organization. Work on the new plan will begin this summer.

April Calendar

The April library calendar was reviewed. Ms. Diminture reviewed her meeting schedule for April.

Adjournment

The meeting was adjourned at 5:45PM on a motion by Ms. Edson; seconded by Ms. Valeriani. The next meeting will be held on May 2, 2012 at 5:15 PM.

Respectfully submitted,

Cynthia Diminture
Recording Secretary