

**Newburyport Public Library
Board of Directors – Regular Meeting
February 1, 2012**

Call to Order

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

Old Business :

Approval of Minutes

The minutes of the January 4, 2012 meeting were approved as written, on a motion by Ms. Edson; seconded by Mr. Moore.

FY13 Budget

Ms. Diminture reported that the budget narrative and position tables were submitted to the Mayor's office last week. The actual budget is due on February 9th, reflecting an accelerated schedule this year. There is a new budget spreadsheet format this year, with four categories: Personal Services, Purchase of Services, Supplies and Other Charges and Expenses. Preliminary budget hearings with the Mayor will take place during the next few weeks.

Reorganization Project

Ms. Diminture told the Board that a contract has been signed with Sarah Holden to manage the 2nd/3rd floor reorganization project. She has already set up interviews with two architects. They will review existing drawings and Ms. Diminture and Giselle Stevens will have an opportunity to meet and interview them during the next week.

Personnel Update

Ms. Diminture provided personnel updates. Beth Pendak continues to recover from a serious illness and no date has been set for her return to work. Staff has created a

sick bank for Ms. Pendak. Virginia Champi will be retiring from her job as a Staff Librarian and her last day of work will be February 17th. The process of filling this vacancy will begin in March. Another Staff Librarian will be using FMLA in FY12 and FY13 to care for a sick spouse. A new substitute, Caroline McCarthy, has been hired. She most recently worked as a librarian at the Brooks School. Also returning to work as a substitute is Annie Francis who worked at NPL as a Reference Librarian until 2009. Ms. Diminture said that she may need to request a supplemental budget appropriation for necessary substitute coverage.

New Business:

Teen Loft/Children's Room News

Ms. Bunker reported that the midterm madness study session drew 14 students. The Friends of the Library Magic Show and Kids' Used Book Sale will take place on Saturday, February 18th. There is a lineup of activities for school vacation week, including a performance by Nappy's Puppets, an Eric Carle art project and Duct Tape Day.

January Statistics

Ms. Diminture told the Board members that, because of the timing of the meeting on the first day of the month, January statistics are not yet available. January and February statistics will be provided at the February meeting.

FOL "Books in Bloom" Event

Ms. Diminture let the Board know that the Friends of the Library are planning a new fundraiser this year – a "Books in Bloom" event in cooperation with the Horticultural Society. This is scheduled for Saturday, May 5th at 6PM. Participants will provide a book or select one from the Friends collection and will interpret the theme, character, incident, cover art, etc., into a floral design. Books and floral pieces will be on display in the Program room and in various other spots throughout the library. Ticket holders (\$20) will view the exhibits and enjoy food, drinks and music. Proceeds will be split between the FOL and the Horticultural Society.

Ebooks

The Board discussed an upcoming program, "ebookapalooza", which will be hosted by Giselle Stevens, Sarah Moser and Kim Butler. Participants are invited to bring ebook readers and tablets and learn how to download books from the

Overdrive collection. This type of program has proven popular at other libraries. This program will be repeated at a future date.

Request to Change June Meeting Date

Ms. Diminture's request to change the June meeting date from June 6th to June 13th was approved.

Other

1. Ms. Diminture told the Board that on Monday, February 27th at 3PM, the library will do a cooperative program with the city's Veterans Services office, presenting Staff Sergeant James Sheppard of the Tuskegee Airmen. He will share the story of this group and his experiences while on active duty in Alabama, North Africa and Italy. The program is free and open to the public. 2. Ms. Diminture reported that a problem patron had been given a one month temporary suspension of library privileges due to violation of several behavior and computer usage policies. The Board agreed to extend a "no trespass" order to the patron if the behavior continues upon return to the library. 3. The Friends of the Library are celebrating "Love Your Library" month with a fun display on the lobby bulletin board. They have made construction paper hearts available for visitors to write and post why they "love their library". Ms. Diminture distributed the hearts to Board members for their participation.

February Calendar

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

Adjournment

The meeting was adjourned at 5:55PM on a motion by Ms. Dowd; seconded by Ms. Carey. The next meeting will be held on March 7, 2012 at 5:15 PM.

Respectfully submitted,

Cynthia Diminture
Recording Secretary