Newburyport Public Library

**Board of Directors – Regular Meeting**

**May 2, 2018**

# Call to Order

The meeting was called to order at 5:15 PM by Elizabeth Valeriani. Attending, in addition to Ms. Valeriani, were Monica Blondin, Kathy Carey, James Connolly, Barbara Dowd, Marcia Edson, Gary Gorski, Sarah Holden, Steve Moore, and Sarah Spalding. Also attending was Head Librarian/Recording Secretary Cynthia Dadd. Barry Connell and Mayor Holaday were absent.

**Old Business:**

**Approval of Minutes**

The minutes of the April 4, 2018 meeting were approved on a motion by Ms. Spalding; seconded by Ms. Carey.

**Policy Review**

The revised Internet/computer use policy was approved on a motion by Ms. Edson; seconded by Mr. Moore. The Board discussed the most recent revision of the programming policy and suggested some edits. They will further review in preparation for a vote at the June meeting.

**Books in Bloom**

Ms. Dadd reported on the recent Books in Bloom fundraiser co-hosted by the Friends of the Library (FOL) and the Newburyport Horticultural Society. Participants enjoyed a beautiful and fun event. After expenses, each group netted approximately $7,000. The FOL Board of Directors discussed whether Books in Bloom would continue as is next year or might be presented in a different format, such as a party rather than a fundraiser. President Nancy Peace has met already with representatives of the Newburyport Horticultural Society and further discussions are planned about the future of the event.

**Newburyport Literary Festival**

Ms. Dadd reported that the 13th annual Newburyport Literary Festival was a success. The middle-school author panel was the most well-attended program at the library. The other four programs were intended for preschool children.

**Library Director (Head Librarian) Search**

Ms. Dadd reported that the search/screening committee had held one meeting and has another planned for May 30, at which time applications will be reviewed.

**New Business:**

**Children’s Room/Teen Loft News/Adult Programs**

**Teen Stats**

Total number of programs**:** 4

Total number of attendees**:** 12

**May Programs:**

Dumbledore’s Army: String Art

Make-Your-Own-Smoothies

Kindness Rock Painting

Edible Cookie Dough

**Children's Department:**

In April, children's room staff answered 445 reference questions and received 198 entries in the guessing game. They hosted 16 programs with 466 attendees, an average of 29 people per program. The Tuesday afternoon programs included Cookies & Coloring with 32 attendees, STEM Structures with 33 attendees, and Button-Making with 13 participants. Allison Driscoll's visits to several classes at the Bresnahan Elementary School seem to have created enthusiasm for school vacation week programs. The Craft Buffet had 53 attendees, Candy Bingo had 18 attendees, and 72 people participated in Glow Zone. In May, Open Play Wednesdays will begin and Tuesday afternoon drop-in programs will continue. Librarians will begin school visits to promote the Summer Reading Program and make final program preparations.

**Adult Programs:**

Novel Ideas: NPL’s Fiction Book Club for Adults - May 10 - *An American Marriage* by Tayari Jones

Just the Facts Book Club: Nonfiction for Adults - May 29 - *In the Heart of the Sea* by Nathaniel Philbrick

Movie matinees: (Wednesday afternoons) **–** *Nocturnal Animals, Roman J. Israel, Esq., Only the Brave, Ingrid Goes West, Marshall*

**Other Special Programs -** May 4 - DIY Lightsabers (teen) ; May 7 - Book Bites Cookbook Group: Food Swings by Jessica Seinfeld ; May 8 - Hidden Gems of New England ; May 11 - Teen Food Fridays: Smoothie Making ; May 12 - Powow River Poets Reading Series ; May 14 - Kindness Rock Decorating (teen) ; May 15 - Hidden History: Quakers & Puritans in 17th Century New England ; May 21 - Adult Craft Night: Washer Necklaces ; May 24 - International Film Series: Monsieur Ibrahim ; May 24 - Preventing Property Fraud ; May 31-Make-Your-Own Edible cookie Dough (teen).

**April Statistics**

Lynn Marks provided statistics for April. Contrasted with last April, the library was open more hours than in 2017, but there were still some circulation decreases: total circulation (-205), teen books (-21), adult and children's DVDs, adult and children's CDs and adult and children's magazines. Decreases appear to be driven by the downturn in non-resident circulation (-2% over last year). There were increases in adult books, children's books, Overdrive audio and e-books. Attendance was up over last year and more people are using the self-check stations at the main desk and in the children's department.

**May Calendar**

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

**Other**

1.Projects **:** a**.** The upgraded security system DVR and a new camera in the Directors' Room were installed on Thursday, April 26. b**.** Carpeting has been ordered for the children's room and two offices. Projected installation date is 4-5 weeks. c**.** Ms. Dadd accepted a quote from B&R Glass to install the remaining glass panels in the third floor teen space. d**.** Ms. Dadd and Giselle Stevens are working with designer Sharon Currier and Todd from Empire Carpet to replace furniture and carpet in the third floor tower room. Furniture designs have been selected and the next step will be to choose a carpet color and fabrics for the furniture. New carpet will also be installed in the second floor tower room. Ms. Dadd has reached out to a second mason contact for the front stair repair, with no response thus far. 2. Trust Fund Request - Ms. Dadd said that she had submitted a request to the city's Trust Fund Committee for the use of $10,000 from the expendable portion of the W.O. Moseley Trust, to help fund some of the capital projects. 3. City Council budget hearings will take place May 31-June 7. The schedule has not yet been published. 4. There was discussion regarding the possibility of issuing a "no trespass" order to a youthful patron. 5. Institution for Savings bank account - The bank needs additional information before the certificate of deposit matures. Mr. Connolly and Ms. Holden will investigate.

**Adjournment**

The meeting was adjourned at 5:57PM on a motion by Mr. Moore; seconded by Ms. Dowd. The next meeting will be held on Wednesday, June 6, 2018, at 5:15PM.

 Respectfully submitted,

 Cynthia Dadd

 Recording Secretary