

**MINUTES OF THE PROPERTY & EXTENSION COMMITTEE
PORTSMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
May 21, 2019**

The Property & Extension Committee of the Portsmouth Public Library Board of Trustees met in an official committee meeting on this date at 12:08 p.m. to discuss the South Webster repair project Memorandum of Understanding, as well as a property purchase. The following committee members were present: Ms. Ruthann Brush, Committee Chair; Mr. Richard Schisler, member and Mr. Ryan Salmons, member. Mr. Ralph Clay, Secretary; Dr. Charles Kemp, Board member; Paige Williams, Director; Leah Jenkins, Fiscal Officer and Hannah Robinson, Deputy Fiscal Officer were also in attendance.

The committee discussed the Memorandum of Understanding for the South Webster repair project, in which Stockmeister extends the warranty of all the stonework installed as part of the work described in the Bid Package and Contract for an additional one-year term ending October 2, 2020.

The committee deferred discussion of property purchase until Regular Board Meeting.

The committee reviewed and recommends to the full board, the approval of the Memorandum of Understanding for the South Webster repair project.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:12 p.m.

Approved this 18th day of June, 2019.

 6-18-19

Ruthann Brush, Chairman

**MINUTES OF THE PERSONNEL COMMITTEE
PORTSMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
May 21, 2019**

The Personnel Committee of the Portsmouth Public Library Board of Trustees met in an official committee meeting on this date at 12:13 p.m. to discuss the hiring ratification of a new employee and renewal of Dental Insurance. The following committee members were present: Mr. Ralph Clay, member and Mr. Ryan Salmons, member. Ms. Ruthann Brush, member; Mr. Richard Schisler, member; Dr. Charles Kemp, member; Paige Williams, Director; Leah Jenkins, Fiscal Officer and Hannah Robinson, Deputy Fiscal Officer were also in attendance.

The Personnel Committee reviewed and recommends to the full board to ratify the hiring of: Julia Huffman – Full-time Local History Associate, effective 5/13/19 @ \$11.64/hr – replaces Felicia Wetzig.

The Personnel Committee also reviewed and recommends to the full board to approve the renewal of the Dental Insurance policy with Superior Dental Care. The Insurance agreement expires as of 6/30/19. The one-year renewal from 7/1/19 to 6/30/20 reflects no increase in premiums.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:14 p.m.

Approved this 18th day of June, 2019.



Ryan Salmons, Member



Ralph Clay, Member

**MINUTES OF THE MATERIALS & EQUIPMENT COMMITTEE
PORTSMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
May 21, 2019**

The Materials & Equipment Committee of the Portsmouth Public Library Board of Trustees met in an official committee meeting on this date at 12:14 p.m. to discuss a subscription to Hoopla. The following committee members were present: Mr. Ralph Clay, Committee Chair; Ms. Ruthann Brush, member and Dr. Charles Kemp, member. Mr. Ryan Salmons, Vice-President; Mr. Richard Schisler, Board Member; Paige Williams, Director; Leah Jenkins, Fiscal Officer and Hannah Robinson, Deputy Fiscal Officer were also in attendance.

The committee reviewed and recommends to the full board the approval for a subscription to Hoopla, with an initial deposit in the amount of \$12,000. Hoopla is a digital media service which allows patrons to download or stream eBooks, audios, movies, comics, music and television shows.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:28 p.m.

Approved this 18th day of June, 2019.



Ralph Clay, Chairman

22-2019

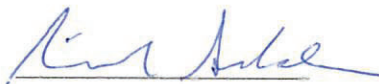
MINUTES OF THE POLICY COMMITTEE
PORTSMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
May 21, 2019

The Policy Committee of the Portsmouth Public Library Board of Trustees met in an official committee meeting on this date at 12:28 p.m. to discuss a change in the Borrowing Policy. The following committee members were present: Mr. Richard Schisler, Committee Chair; Mr. Ralph Clay, member and Dr. Charles Kemp, member. Mr. Ryan Salmons, Vice-President; Ms. Ruthann Brush, member; Paige Williams, Director; Leah Jenkins, Fiscal Officer and Hannah Robinson, Deputy Fiscal Officer were also in attendance.

The committee reviewed and recommends to the full Board to approve the increase in the borrowing limit for DVDs from 5 to 10 on adult cards and 2 to 5 on a juvenile card, as well as decrease the overdue fines for DVDs from \$1.00 a day to \$0.50 a day.

There being no further business, on motion duly made and seconded, adjournment was taken at 12:30 p.m.

Approved this 18th day of June, 2019.



Richard Schisler, Chairman