

*Meeting Notice and Agenda*  
**Portsmouth Public Library Board of Trustees**

Date: January 16, 2017  
Time: 6:30 p.m.  
Place: MacLeod Board Room

- I. Call to Order
- II. Attendance
- III. Secretary's Report. Minutes of November 16, 2016 meeting
- IV. Financial Report
  - A. Quarterly Investment Report
  - B. Income-Expenditure Report
- V. Director's and Assistant Director's Reports
  - A. Administrative News
    - i. Credit card payment system ergonomic equipment
    - ii. New phone system to go live February 16<sup>th</sup>
  - B. Human Resources Updates
    - i. Reference Services
    - ii. Youth Services
  - C. Building Updates
    - i. Upholstery cleaning
    - ii. Lobby carpeting
  - D. 10<sup>th</sup> Anniversary review
    - i. Finale party and general recap
  - E. Library Programs
    - i. "Great Decisions" foreign policy discussion groups
    - ii. SEAREI "Handprint Party" – Sustainability Alliance, January 12<sup>th</sup>
    - iii. "Blog Day", January 14<sup>th</sup>
    - iv. Genealogy workshop, January 15<sup>th</sup>
  - F. General Comments
- VI. Trustees Activities / Reports / Discussion
- VII. New Business
  - A. Proposal to visit Cambridge Public Library and Boston Public Library
- VIII. Old Business
  - A. BRAVO! 2017 concert(s)
- IX. Acceptance of Gifts and Grants
  - A. Newburyport Bank, \$1,000
  - B. Heinemann Corporation, \$2,500
  - C. World Affairs Council of New Hampshire, \$400, Dov Waxman program
  - D. Henry Barnard, \$20, Great Decisions program donation
  - E. John and Marie Hanson, \$20, Great Decisions program donation
- X. Adjournment

Next Regular Full Board Meeting: February 15<sup>th</sup>, 2017

Please email Steve Butzel at [skbutzel@cityofportsmouth.com](mailto:skbutzel@cityofportsmouth.com) or Barbara Weismann [bhweismann@cityofportsmouth.com](mailto:bhweismann@cityofportsmouth.com) or call Steve at 766-1710 if you are not able to attend.