Meeting Minutes of the June 21, 2017 Meeting  
Portsmouth Public Library Board of Trustees

Attendance: John Crist, Bruce Boley, Shaula Levenson, Jack Jamison, Stephanie Hausman, Don Margeson  
Staff: Steve Butzel, Christine Friese

Meeting called to order at 6:30ish.  
Minutes of May 17, 2017 meeting approved on Don’s motion, Shaula seconded.

Financial Report: our generated income is better than projected and spending is on target as of the end of May.

Director’s and Assistant Director’s Reports
Administrative News:
- Budget/Finances: the FY18 Municipal Budget passed, includes a new full time youth services position. Steve will make the gross budget request to the trustees in the coming weeks.  
- Cash & credit card payments accepted at Reference Desk

Human Resources update:
- Interviewing for a position in Public Services to replace Bob Miller.  
- Nicole Cloutier starts new reference position on July 1, still need to fill her position.  
- Will start interviewing later in the summer for new position in Youth Services

Building update: Levenson Room carpet to be replaced in July.

Information Systems and Technology Update:
Integrated Library Software Request For Proposals deadline has passed. We received one bid. The City is upgrading all City department websites, so the Library website will look slicker & more user-friendly by the end of summer.
We are buying a second digital microfilm reader and discarding an older microfilm reader because of the frequency of maintenance needs.

Library Programs:
- Summer Reading Kickoffs (Youth & Teen): Susan Laun presented on all the events
- 3 new arts programs: water color painting, drawing for seniors, & cartooning.
- 2 art exhibits, including art created by people with brain injuries.
- Book Discussion groups still at it.
- Genealogy workshops ongoing. A recent local heritage fair was held here.
- How-To-Festival planning ramping up! Many great things planned.
- A new World Affairs discussion group, Steve to facilitate.
- A new ESL round table last week to coordinate with a group at Community Campus. Modern Greek group is reviving for the summer.

Christine is leaving tomorrow for the American Library Association conference. She will attend a session on quantifying the effect of the library.

Trustees Investments Subcommittee update: group hasn’t had a chance to meet but have been circulating ideas via email.

2 gifts unanimously accepted:
- $100 given by Patrick Malloy and Birgit Christiansen in appreciation of staff services
- $45 given by Portsmouth College Women’s Club in memory of Margaret Morrissey

Meeting adjourned at 7:39.

Next Regular Full Board Meeting: July 19th, 2017