

Minutes for June 15, 2016 Meeting
Portsmouth Public Library Board of Trustees

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

Meeting called to order at 6:30.

Minutes of May 18, 2016 meeting accepted.

Staff visit: Cathy Okhuysen, Library Assistant, Public Services
Helen Moore, Library Assistant, Public Services
Marina Buckler, Librarian, Reference Services

Income-Expenditure Report:

As of this report, we'll still have a month or more of invoices coming in, Steve carefully balancing what is still to come in w/ goal of 100% spending.
Accounting adjustments to Fund 01 budget to reflect 1386b contract
Part-time salaries expense categories
Steve has reclassified certain expenditures to Fund 80 and Fund 83 to make our line items match goals.

Director's and Assistant Director's Reports

- Municipal budget update: library's budget as recommended by City Manager (& requested by Steve) passed without changes
- Human resources update: some significant retirements on the horizon: Mike Huxtable (June 30, 2017) & Suzanne Loder (December 2016)
- Expected gifts: Trafton family (\$2000) & Heinemann Co.
- Programs, Services & Exhibits update:
 - Death Café, 60 people
 - Language discussion groups expand again to now include modern Greek
 - A busy Market Square Day though whether we are hitting our demographic, considering collaborating w/ other area libraries
 - Hoopla launch successful
 - Brainfuse & Universal Class coming soon
 - Films return in July and August
 - Upcoming exhibits, including ikebana for 3 days, June 23-25
- 10th Anniversary Planning update:
 - New carpeting in lobby
 - LEED certification program date pinned down, Sept. 29th
 - SEAREI (Seacoast Area Renewable Energy Initiative) series of programs
 - Official confirmation of Views of PPL artists and project outline sent out
- Connecting with schools: Fifth grade visits just concluded
- Police Chief to visit library
- Budget for additional funding for books & materials from Fund 80

Meeting adjourned at 7:35.

Next Regular Full Board Meeting: July 20th, 2016