

**Minutes for September 21, 2016 Meeting  
Portsmouth Public Library Trustees**

**Attendance:** Bruce Boley, Ernestine Greenslade, Jolanda Fannin, Donald Margeson, John Crist  
Staff: Steve Butzel, Christine Friese

Meeting called to order at 6:30  
Minutes of June 15, 2016 accepted

**Staff Visit:** Jennifer Bassett, Library Assistant, Circulation Department

**Final report on FY 2016 finances:** 98.19% was spent of the Gross Budget and 98.73% of the City funds. Income-Expenditure Report as of August 31, reflecting FY2017 municipal budget.

**Director's Report:**

FY16 Accomplishments, Activities of Note report:

Visits at all-time high, program attendance up, new services like Hoopla

Two new Library Assistants joined the Circulation Department to replace Julie King: Summer Krstevska and Graeme Boyd.

Staff training: Portsmouth Police Department, how to handle safety of staff and patrons in threatening situations

Library will begin to accept credit cards soon and staff are receiving training.

10<sup>th</sup> Anniversary Kickoff occurred on September 17 and included a Proclamation read by the Mayor, update on upcoming anniversary events

Presentation of draft for updated Privacy Policy

**New Business:** It is not too soon to consider whether and when to do a series of Bravo concerts in 2017

**Old Business:**

**Acceptance of Gifts and Grants:**

Voted to accept \$1000 library building pledge from Phyllis Eldridge

Voted to accept \$2000 from Jan and Richard Trafton in memory of their daughter

Next meeting: October 19, 2016

Meeting adjourned at 7:47 pm