

DRAFT Minutes of the Amherst Town Library Trustees' Meeting
April 17, 2017

The meeting was called to order at 6:32 p.m. by Nancy Baker, Chair. In attendance were Nancy Baker, Ted Krantz, Kim Ayers, Gretchen Pyles, Rande Neukam, Nancy Head, Steve Mantius, Bill Cassidy and Library Director Amy Lapointe.

Presentation by John Lepore of Tailor-Made Audio + Video:

Initial proposal was an installed system; current proposal is a portable system; includes one hand held microphone and one head worn microphone; a port screwed into lectern allows a PC to be connected to video unit; a high definition projector on a cart with a power strip and video device that receives video/audio runs from the lectern; HDMI cables are easily damaged, so sturdier network cables will be used; lectern can be moved but need to be careful so finish does not get chipped, etc.; all audio input mixes into one; controls on lectern dictate which audio is background vs. forefront; a wireless presentation system is built into the lectern to allow wireless presentation (away from lectern); system is interactive so up to 64 people in audience can view presentation on a tablet and can annotate; four presenters could present at the same time and the screen can be split in four; should only take 20 to 30 minutes for training; follow up training would be held; warranties included of up to one year and others may be longer; age span of this equipment is likely to be seven to ten years; most of the electronics will be in lectern; screen is all in one piece; Ruslyn was happy with portable system; Rande will ask some follow up questions about the sound system, speakers, etc. (can we add some wireless speakers, if needed; sound room where we can test them; training; how much installation will be required and can it be scheduled before/after library opens/closes); Rande will bring back information and we will try to vote on this next month.

Approval of March Minutes: Nancy Head moved to approve; Steve Mantius seconded; minutes were unanimously approved.

LIBRARY DIRECTOR'S REPORT:

Statistics: Statistics reviewed; busy month; closed one day for snow

Adult Programming: Reviewed upcoming programs

Children's Programming: Connecting Boys with Books program canceled due to low registration; school vacation week programs; author visit in May; trivia for kids; program regarding path to becoming therapy dog; considering coding club in fall in connection with schools

Friends of the Library: Student Art Show in May; Art in Bloom bus tour on May 1st; Currier Museum docent tour of Deep Cuts on May 13th; patio furniture ordered

Town: Town created internet access survey for public

Public Relations: Library is a Constant Contact All Star; only 10% of Constant Contact customers receive this distinction

Local History: Will Ludt is working on a Mooseplate Grant re items in town vault as well as a few items library has in collection; grant passed first hurdle; now need to determine what funds will cover; Jane Martina's project completed and presentation at Colby Sawyer College will be held on April 18th

NHLTA Conference: Some of the trustees will be attending conference on May 23rd

New Gifts: \$4,358.68 from Friends of the Amherst Town Library for patio furniture and bulletin board; gift accepted

TREASURER'S REPORT: For future meetings, we will update monthly reports to reflect performance by adding the beginning balances of the individual funds so we can get a year to date reading; on general ledger, running under budget; under budget on books purchased

The 2017 LBOT Investment Strategy and Review document was discussed; reflects discussion last month; Kim Ayers moved and Ted Krantz seconded to adopt the Investment Policy Statement (first section of 2017 LBOT Investment Strategy and Review) to replace the current Investment Policy Statement; the motion passed unanimously. Steve Mantius moved and Kim Ayers seconded to accept the allocation model at the bottom of 2017 LBOT Investment Strategy and Review, specifically last paragraph; the motion passed unanimously. Steve Mantius moved and Bill Cassidy seconded to have the treasurer invest these funds over the next six months; motion passed unanimously. Steve Mantius moved and Kim Ayers seconded that the board review at regular board meetings whether we should change the allocation of funds based on market conditions; motion passed unanimously.

OLD BUSINESS:

Mission Statement: Nancy Head moved to accept the mission statement of "Connecting people, stories and ideas"; Bill Cassidy seconded; motion passed unanimously.

Nancy Head moved to adjourn; Steve Mantius seconded. The meeting was adjourned at 8:13 p.m.

Respectfully submitted,

Gretchen Pyles, Secretary

Next scheduled meeting: Monday, May 15, 2017 at 6:30 p.m.