

Minutes of the Amherst Library Trustee Meeting  
November 18, 2013

The meeting was called to order at 6:03PM by vice-chairman, Nancy Baker. Also attending were Kathy Brundage, Robin Julian, Ted Krantz, Helen Rowe, Library Director, Amy Lapointe and Alternates, Ed Obermiller and Dick Martini.

**Visitors:** Kim Ayres of the FOL.

The minutes of the October 23, meeting were unanimously approved.

**LIBRARY DIRECTOR'S REPORT:**

- **Statistics:** Amy passed out the monthly statistics for October. She mentioned that the weeding process has slowed due to the current thinness of the staff.
- **Circulation:** 20 to 25 boxes of food were collected in replacement of fines. The Polaris upgrade went reasonably well although there is still a problem with the catalog feature.
- **Programming:** Upcoming programs include an informative session on the Health Insurance Marketplace as well as Seasonal programs.
- **Town:** Amy has the FY15 Budget draft. She also announced the dates of the Budget & Bond hearing as well as the Deliberative Session and voting day. She has completed the Library Report for the Town Administrator.
- **Building:** The overhead projector in the Johnson Room is working better thanks to the installation of a cat 6 wire.
- **Staff:** Various staff members will be attending workshops in the coming months.
- **FOL:** The Holiday Booksale went very well. A discussion was held as to the possibility of holding it for two weeks next year.
- **Thanksgiving Hours:** Amy announced the library hours for the Thanksgiving Weekend.

**TREASURER'S REPORT:** Bill reported that the budget is in good shape for the year. \$9000 from the gifts and interest account will be moved to the Vanguard Account. The Treasurer's report was accepted.

**Gifts:** Gifts totaling \$280 were unanimously accepted.

**Budget for FYR 15:** Amy presented the preliminary budget for FYR 15 noting the Town added in the wages and benefits. Amy added 2-3 percent in various areas. A lengthy discussion was held. The Trustees felt that we have held the line in the past and that we needed to point out areas where problems are beginning to show. Specific areas of concern were new equipment and capital improvement, computer supplies and software and the book accounts. A motion was made and seconded to increase the bottom line on the town side to \$860,810. This included removing money from the Library side of the budget.

**TRUSTEE REPORTS:**

**Space Planning:** Estimates for carpet replacement and painting were discussed. Estimates for furniture for the archives room and the Boardman room will be requested.

**Programs:** Robin sent out thank you notes.

The Meeting was adjourned at 7:40PM.

Respectfully submitted,

Helen D. Rowe, Secretary

**The next meeting is Monday December 16 at 6:00 PM.**

**DATES TO REMEMBER:**

January 13: Budget and Bond Hearing

February 5: Deliberative Session

March 11: Voting day