Minutes of Amherst Town Library Board Meeting

May 20, 2019

In attendance: Kim Ayers, Nancy Baker, Amy LaPointe, Elisabeth Larson, Steve Mantius, Bill Cassidy, Nancy Head, Gretchen Pyles

Meeting called to order 6:40pm
Steve Mantius moved to approve the minutes, Bill Cassidy seconded. April minutes were unanimously approved.

Library Director’s Report:
- Review of programming
  - FBI program has lots of interest; Lyceum very little interest
  - Baseball summer program on Tony C
  - Summer reading theme: Universe of Stories (anniversary of moon landing)
  - In June starting “hot picks” collection - no holds, 1 week circulation
- Update on Town Hall
  - New Finance Director
  - Strategic Planning ramping up again
- Personnel update
  - Toni is back and bionic
  - Angela accepted into MA residential leadership program
  - Alexa got MLS - congratulations!
  - Page interviews started today; hiring 4 from 14 applicants
- Closed Memorial Day weekend (May 25, 26, 27th)
- New Gifts approved:
  - Friends of the Library gift of $2058 for Seven Times Salt concert, new lectern for Johnson room, Zoo pass, SEE pass, NH parks pass;
  - NH Humanities Council gift of $214 for ethical aspects of converging technologies program
  - Amherst Garden Club gift of $150 for bird photography program
  - Quinn and Jason Tremblay birthday gift of $50 for children’s room
  - Amherst Label/Calvetti Fund gift of $500 for summer reading program
  - Robert McNeill gift of $75

Treasurer’s Report (Steve Mantius):
- Nothing new

Record Retention on Financial Records:
- Gretchen spoke to Executive Director and attorney; RSA 33-A. Town responsibility to store financial records. Michele to keep master files; no longer need duplicate files.

Review of Circulation Policy:
- Tightened up policy; flatten fine structure for DVDs; circulation increased to 2 weeks to be consistent with book loan policy; interlibrary loan structure also made to be consistent with book loan policy
- Nancy Head made a motion to approve amended policy; Steve Mantius seconded; unanimously approved.

Gretchen Pyles made a motion to adjourn. Steve Mantius seconded. Meeting adjourned 7:52pm.

Next meeting June 17th

Respectfully submitted,
Elisabeth Larson