

Minutes of the Amherst Library Trustee Meeting
December 16, 2013

The meeting was called to order at 6:08PM by chairman, Don Holden. Also attending were Nancy Baker, 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 November 18 meeting were unanimously approved.

LIBRARY DIRECTOR'S REPORT:

- **Statistics:** Amy passed out the monthly statistics for November. Statistics for new patrons continues to be on the increase. Public use of the computers is lower. Program attendance and digital media usage both show increases.
- **Programming:** An additional session for Gingerbread Houses was scheduled and filled. January programs will focus on the Civil War years.
- **Town:** Amy presented a copy of the report she is submitting to the Town Administrator.
- **GMILCS:** The consortium will begin using e-commerce which will allow patrons to use credit cards for fine payments. Staff feels this will be very helpful as they frequently have requests to do this. This will be done on the computer.
- **Staff:** Sarah Leonardi has returned from maternity leave. Carlos has accepted a job at MCL and has submitted his resignation. Amy and Sarah L. are looking at ways to reconfigure the staff. After a discussion the BOT unanimously voted to hire Carol G. full time and to allow Amy to pursue hiring 2 part time employees to replace Carlos, with the hours and salary costs not to exceed current levels.
- **FOL:** "The Jerusalem Windows" by Marc Chagall sold for \$634. The Holiday Book Sale brought in \$175. A trip to Peabody Essex Museum is planned for January 21. Trivia night is being planned for March 27. The group is investigating starting a Cookbook Club.
- **Strategic Goals:** Goal 1 is to create young readers and support early literacy. To help accomplish this Amy hopes to remove the game computers currently in use in the Children's Room and introduce early literacy iPads in 2014. These would be mounted on the tables. Removal of the large table and replacing it with tables more suited to little children is also being discussed by staff.
- **Holiday Hours:** Amy announced the library hours for Christmas and New Years.

TREASURER'S REPORT: Bill reported that the budget is in good shape for the year. The \$39,000 will be invested in one of three Vanguard Funds. The Treasurer's report was accepted.

Gifts: Gifts totaling \$65 were unanimously accepted.

Budget for FYR 15: Amy presented the revised budget which now includes step and cola increases. Amy pointed out that our total budget increases amounted to 3%. The BOT unanimously approved the revised FYR 15 budget.

TRUSTEE REPORTS:

Space Planning: The painting estimate of \$11, 850 was unanimously approved. A discussion was held on furniture for the Archives Room and reconfiguring the seating area in the Boardman room. The Board looked at carpet samples and narrowed the choices considerably. Lighting changes will be the final piece to be done after everything else if finished.

There was no other old or new business.

The Meeting was adjourned at 7:56PM.

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting is Wednesday, January 8 at 6:00 PM. The meeting will be preceded by our annual Chinese dinner.

DATES TO REMEMBER:

January 13: Budget and Bond Hearing

February 5: Deliberative Session

March 11: Voting day