

Minutes of the Amherst Town Library Trustee Meeting  
March 24, 2015

The meeting was called to order at 6:28 PM by Nancy Baker. Also attending were Kathy Brundage, William Cassidy, Robin Julian, Kimberly Ayers, Nancy Head, Library Director Amy Lapointe, Sarah Leonardi, and Alternate Dick Martini.

**Guests:** Rande Neukam, Steve Mantius

The minutes of the February meeting were unanimously approved.

Board reorganization:

Robin nominated Nancy Baker as Chair, Ted seconded. The nomination was unanimously approved.

Other board positions were decided as follows:

Vice Chair – Robin Julian

Secretary – Kim Ayers

Treasurer – Bill Cassidy

Programs – Kathy Brundage

Buildings and Grounds – Ted Krantz

Steve Mantius and Randy Neukam agreed to be appointed as alternates.

**LIBRARY DIRECTOR'S REPORT:**

- **Statistics:** There was some discussion as to how the library statistics are being impacted by how we count the 3M books (GMILCS collection) vs. Overdrive books (NH Downloadable Books Consortium = statewide collection).  
The door counter stopped working again so Amy had to estimate the number of visitors for Feb.  
Some programs had to be canceled due to weather but were still fairly well attended despite the cold/snow and parking issues.  
Public computer use has been declining. Amy says this has been the trend over the past few years. Many people are bringing laptops and using the public WiFi.
- **Programming:** Upcoming events include MaryAnn Cocoa-Leffler "STAND UP, INSPIRE INCLUDE & INVITE", Do-it-yourself Publishing, 3D Printing Overview, Klezwoods Quintet, and Jet Setting 101.  
In the Children's room the German with Miss Elizabeth session was a hit with about 8 kids signing up (4-5 year olds). It ran for 4 sessions.  
Spanish with Señora Rowley will start up next.  
Nancy H. will check with Maggie Paul about possible exhibits of SHS Senior Projects.  
Projector for programs: It would be nice to have one in the Johnson room that was more "plug-and-play". It was decided that we should revisit this topic at the end of the program sessions (e.g. summer). The upstairs projector resolution is not that good. For example, patrons were unable to read text at a poetry session.
- **Town:** The Village Strategic Project is still ongoing. There will be a presentation to the Amherst Board of Selectmen in June. The Amherst Citizen will publicize the dates of the presentation.  
The BOS reorganized last night.

DPW helped moved a lot of shelving that was not being used and installed some of the shelving in the storage area to help store them.

- **Personnel:** Amy proposed that we hire Rebecca (Becky) Bolin for library assistant. Kim made a motion to hire Becky, Nancy H. seconded and the motion was unanimously approved.
- **Recording activity as community center** – Steve suggested that we start recording kids coming to the library to study or get tutored. We could designate sample periods and do a “bird count”. It would be useful to identify the demographic, and have a better understanding of how people are using the library space.
- **Friends of the Library:** Sat. March 28<sup>th</sup> Trivia Night

### **TREASURER’S REPORT:**

Expenditures for the year to date are on target.

Some figures in red on the report are those that need to be reconciled with the numbers that the town have.

The Concentration Account is at \$59,577.37

Trustees of the Trust: Peter Bergin said we have \$40K available in interest. This cannot be reinvested.

Linda Eastman is new Trustee of the Trust Funds.

### **Gifts:**

\$400 for 3D printing filament from Friends of the Library

\$250 from Irene Lover

\$250 for Family Stories program

\$10,000 from Bean Foundation for 3D Printing Initiative

Two 3D Printers from 3D Systems which are valued at approximately \$1200 each

Kathy moved that we accept the above gifts, Robin seconded, and the motion was unanimously approved.

### **TRUSTEE REPORTS:**

**Building and Grounds:** nothing to report

**Technology:** nothing to report

### **OLD BUSINESS:**

#### **Space Planning:**

Final check to Goedecke of \$20,308.00 handed over.

We are waiting the final bill for the upstairs meeting room flooring & carpet.

Furniture order is waiting on final invoice.

#### **Lighting:**

Dimmer quotes: (for the areas with the LED lights)

LightTec - \$3000

Boivier Electric - \$450

Amy will call the LightTec sales guy back and see if she can negotiate a discount.

**Curtains:** We discussed the same quotes as last month, but with some clarification on Goedecke proposal. The products from both companies were similar. The Langley presentation was better. There was a price difference of approximately \$1000, with the

Langley quote being higher at \$7000. However, the Langley quote was clearer as to the items to be included, etc.

Robin moved that we accept the Langley proposal. Kathy seconded. Ted abstained. All other members voted yes. The motion passed.

**Amy's maternity leave preparations:** All preparations have been made.

**Eger Mineral Collection:** Tom Mortimer sent an email updating us on the status of the Mineral Collection. See APPENDIX for letter with photos. The Board of Trustees will coordinate with the Friends of the Library to display part of the collection in the Display Case while publicizing the loan of the collection to P MEC. The display case is booked for the summer so the working date for the Mineral Collection display is September. It will be nice to have this during the back to school season. Inventorying revealed that 4 specimens plus box M were missing.

**3D Printer Initiative:** The initial group of volunteers is learning to use the 3D Printers and have been experimenting with free CAD and other modeling software.

Response to the press release last month has been high, with nearly 15 people saying they would be willing to be trained and teach and another 10 on the waiting list for training.

Community experts Jay Jacobs, CEO of Rapid Sheet Metal and Brad Engel, owner of Nelson Air suggested that we use freely available YouTube and other videos to train ourselves rather than pay a third party company for training. They both felt that the freely available software would meet most of our needs, at least initially.

Kim will give a presentation "Overview of 3D Printing and Printer Demonstration" on April 9<sup>th</sup> at 7:00pm. The plan is to have Joe George, another community expert, bring his Makerbot printer and John Folger, owner of Folger Technologies, a 3D Printer kit manufacturer in Milford, to demo one of his printers as well.

Hands-on workshops are schedule to start in mid-April.

#### **NEW BUSINESS:**

NHTLA annual conference is May 18. Amy will submit sign-up sheets.

The Meeting was adjourned at 8:30 PM.

Respectfully submitted,

Kimberly Ayers, Secretary

**Next scheduled meeting: April 20<sup>th</sup>, 2015**

**DATES TO REMEMBER:**

**Sunday, April 5 – Library will be closed for Easter**

*The March 2015 meeting minutes were unanimously accepted on April 20, 2015*

## APPENDIX

March 3, 2015 email from Tom Mortimer:

Thought I would email a progress update on the mineral collection display status prior to this evening's trustee meeting.

I have commenced unpacking and displaying some of the collection pieces. Two photos attached. I have been most cautious and deliberate as I have proceeded. I have been making a new set of consistent specimen labels. These labels are annotated with the original inventory number and the designating shipping box letter. I have been applying small inventory number decals on the specimen backsides to assure the correlation is maintained between the specimen, the label, and the catalog. The process is somewhat slow, but will be rewarded in the future. I have gotten through only two of the twelve boxes ("A" and "B") so far. All specimens present and accounted for in these two. I am keeping a list of any issues related to the specimens. A few have suffered some minor breakage/deterioration. I am also applying stickers to the individual specimen boxes, so specimens may be returned to these as display specimens are rotated for viewing. A few specimens (about 6 so far) are extremely delicate and must be handled with great care. These will be obvious when you stop in for a view.

I have been very impressed with the quality of many of the specimens. Most are in pristine condition, a consequence of remaining undisturbed for almost 30 years! I maintain hope that the entire collection can be fit into the storage volume of the cabinet, although it will be a tight fit. My plan is to work about 6 hours per week until the transition is complete.

I would like to suggest a month-long? display of a portion of the collection in the library case to celebrate the "coming out" of the collection.

Tom Mortimer

