

Minutes of the Amherst Town Library Trustee Meeting
March 21, 2016

The meeting was called to order at 6:00 PM by Nancy Baker. Also attending were Ted Krantz, Kimberly Ayers, Nancy Head, Liz Larson, Gretchen Pyles, Steve Mantius, and Library Director Amy Lapointe.

Guests: Bill Cassidy

The minutes of the February meeting were unanimously approved.

The Board of Library Trustees welcomed newly elected (as of March 8th, 2016) Trustees Liz Larson, Gretchen Pyles and Steve Mantius. The board proceeded to assign the officers as follows:

Chair – Nancy Baker
Vice Chair - Nancy Head
Recording Secretary – Gretchen Pyles
Corresponding Secretary – Liz Larson
Treasurer – Steve Mantius

Nancy Head moved that we accept the proposed board and Nancy Baker seconded. The motion was unanimously accepted.

LIBRARY DIRECTOR’S REPORT:

Statistics:

Amy also is working on State Annual Statistics report. FY15 - 7/1/14 – 6/1/15.
The staff is weeding the collection aggressively in preparation to new shelving arrangement.

Programming:

Adult programs

March 29 - Becoming Wolf
April 5- Adventure Trip to Yellowstone and Big Sky
April 7- Rescue Road- 1 Man 30,000 Dogs
April 10 - A Walk Through the Delta concert
April 12- Gardening is Murder

Children’s programs

March 23- Snap Circuits construction
March 24- Afternoon concert cafe
Ongoing: story times, book groups, come and build, Minecraft club

Liz suggested having the kids programs listed in the Clark-Wilkins email newsletter. The plan is to circulate the Snap Circuit kits in the future.

Staff:

The Library is now accepting page applications.

Strategic Initiatives:

Goal 2.4 (local history) –Jane Martina is continue to inventory items in the archives. The State Library is trying to get 50K items digitized in order to become a Service Hub of the DPLA Digital Public Library of America <http://dp.la/info/hubs/become-a-hub> . Amherst will participate. The Heritage Commission is working on a grant to get items digitized in the town vault and is collaborating with the library.

Goal 5 (social media) – Some of the staff attended a social media webinar. The goal is to get all staff familiar with the technologies and encourage anyone to post and utilize rather than having a single dedicated Social Media person.

Friends:

The Friends of the Library Trivia Night was lots of fun! The Trustees table came in 4th place. The event was very well organized.

FOL has been supplying refreshments for the Sunday afternoon concerts and a few of the other events. There is also someone there to talk about the Friends.

Upcoming events include:

- April 16? (date still not confirmed) - Docent tour of Shakespeare Folios at the Currier Museum of Art, possibly with Nancy Baker.
- Late June – Bus trip to Rough Point (Newport, RI). This will feature a smaller bus for just 27 people.

TREASURER'S REPORT:

Everything is in good shape.

The income year to date is a bit light. Fines are below where they should be.

Gifts are also a little bit light this year. We have not yet received Friends of the Library gift which will bring up the amount quite a bit.

We have spent an additional \$10K on the automated library system (paid upfront).

Trustees of the Trust account still has \$40K in accrued interest.

Amy has a list of items the library has purchased that would be a good fit for these funds and she and Steve will submit these to the Trustees of the Trust fund for reimbursement.

Gifts: \$100 was received from the Nellie Perkins Doll Society. Nancy H. moved we accept the gift, Gretchen seconded and the motion was unanimously approved.

TRUSTEE REPORTS:

- **Building and Grounds:** Ted presented the Task List spreadsheet. This list was discussed with Bruce Barry (Director of Public Works) and Perry Day (Building and Grounds Foreman) regarding scheduling. It was suggested to add gardening tasks to the list with the Garden Club in charge.

It was suggested that the cleaning in the children's area could be done with more frequency.

Replacement of the roof is highest priority. The flat portion of the roof needs replacing. The goal is to replace it with material similar to what is currently being used. Bruce met with the Historic District Commission to discuss possible materials. The project has gone out for bids. The timing is still TBD.

- **Boardman Concert:** Nancy H. and Rande are working on booking a Trio that would include the same violinist as last year, Egle Jarkova, along with new performers Aristides Rivas on cello, and Oleksandr Poliykov. We paid \$700 for two performers last year. The trio is asking for \$900. This is more than the library has ever spent before. The Trustees asked Nancy H. to negotiate the fee down to \$800.

OLD BUSINESS:

Volunteer Policy:

Special language and rules are required for 16 to 18 year old volunteers. Anyone of this age must have parental permission and proof of age. The volunteer document for teens must include this. 14 to 15 volunteers require many more restrictions such as not working past 8pm and not too many hours. However these are likely to be the age most of our teen volunteers as they are not as busy as the 16 to 18 year olds.

It was decided that the Trustees will roll out the teen volunteer policies in two phases, starting with the 16 to 18 year olds. Nancy B. and Nancy H. will keep working on the policy.

Community Meeting Space:

Nancy H. put together a list for everyone to review. She asked board to add any locations that may be missing.

Archives Room Renaming Committee and Grants and Long Term Spending Committee did not report this month.

NEW BUSINESS:

NHLTA Conference May 23rd : Forms need to be filled out and given to Amy or you can register online and give Amy the receipt.

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Kimberly Ayers, Secretary

Next scheduled meeting: Monday, April 18 at 6:00pm

The March 2016 meeting minutes were unanimously approved on April 18, 2016.