

Minutes of the Amherst Library Trustee Meeting  
April 21, 2014

The meeting was called to order at 6:05 PM by chairman, Nancy Baker. Also attending were Kathy Brundage, William Cassidy, Robin Julian, Ted Krantz, Nancy Head, Library Director, Amy Lapointe and Alternates Dick Martini and Ed Obermiller.

**Visitors:** none

The minutes of the March 18, 2014 meeting, which were approved previously via email, were unanimously approved at the April meeting.

**LIBRARY DIRECTOR'S REPORT:**

- **Statistics:** Amy passed out the monthly statistics. March was an exceptional month with 11,000+ visitors, highest fiscal year to date. Lot of programming, plus NH Illustrator display. Garden club book to bloom probably brought extra visitors.
- **Programming:**
- **Town:** There are currently multiple department head vacancies. Nancy McMillan, Recreation Director; Mark Boynton, Fire Chief; Sharon Marchant, Community Development Director. Amy is on the committee searching for a new Recreation Director.  
Amy got demo of Infinite Visions, the new finance software the town is implementing. The new software is a huge improvement over the current software, offering more control, granularity, etc.
- **Collection:** The staff is continuing to refine and weed the collection, keeping it current and relevant. The current focus is the art books collection.
- **GMILCS:** The consortium is looking into a system that will allow the payment of overdue fees via credit card/debit card. They must make sure the solution selected is PCI compliant, maintains patron privacy, etc.  
Polaris Library Systems, vendor of the current library management software, was acquired by competitor Innovative Interfaces Inc., known in the business as "triple I". "triple I" is the product we didn't choose. Consolidation in the industry may mean higher prices, less functionality. Hopefully nothing will change in the next 6 months.
- **Staff:** Today is closing day for page applications. The library received 15 applicants to date. We are losing 4 pages at the end of this school year.
- **Friends of the Library:** The FOL luncheon was well attended but could have been more people. People appreciate getting invited. Annual gift ideas: book drop update (bigger one than currently in use, or perhaps a secondary one), display unit for juvenile display in the hall, wireless microphone, AED (defibrillator). Furniture was mentioned as an option but as we are still evaluating products/vendors it is too early to purchase any.
- **Other:** Mineral Collection update requested for next month.

**TREASURER'S REPORT:**

At the Monday, 4/14/14 meeting the Board of Selectmen approved the Library Trustees request of \$125K from the Building Capital Reserve Fund.

Year to date expenses are on budget and our projected income is slightly ahead.

2 CDs will expire at the end of this year.

Note: Bill informed us that all elected and appointed officials are bonded by the town.

**Gifts:** \$50 gift was received from the Tuesday morning book club for a book purchase in memory of Beth Blodgett.

### **TRUSTEE REPORTS:**

There were no new updates.

### **OLD BUSINESS:**

#### **Space Planning:**

Electrical:

A motion by Nancy H. was made to accept the bid from Electrical contractor Boisvert Electrical (LBA Inc.) of \$3,750.00 for extra outlets, labor, permits and inspections. This was seconded by Bill. The motion was unanimously approved.

Fixtures:

Examples can be viewed at Milford Lighting. A decision on style needs to be made.

Carpet:

Order has been placed

Furniture:

Tucker Furniture is preparing a final proposed layout drawing. Amy discussed the staff ideas with input from Tucker on updating the circulation desk configuration. Some furniture additions under consideration are:

- Table set up for public computers which is modular so easily re-configured.
- New "I-configuration" display shelving
- "riser in the middle" display shelving.

Tucker is the vendor of our existing shelving so additional shelving will be purchased from them to maintain interchangeability.

### **NEW BUSINESS:**

A motion to go into non-public session as per Non-public Session: RSA 91-A:3 II-a was made at 7:13pm by Nancy H. and seconded by Bill. The motion was unanimously approved.

A motion to come out of public session made at 7:33pm. Motion by Kathy, seconded by Nancy H. The motion was unanimously approved.

A motion to seal the minutes of the Non-public Meeting Minutes was made by Kathy, and seconded by Ted. The motion was unanimously approved at 7:35pm.

### **Publicity of Renovations**

Nancy B and team will put together PR about the renovations.

### **Collaborative education**

Kim gave a brief overview on using Minecraft as video game-based, collaborative learning tool. She would like to over a workshop targeting kids interested in this game as a way to attract kids who might not otherwise frequent the library.

There are some technical hurdles, mainly concerning the specs of the library laptops and software loaded on them. The goal would be to have kids bring their own laptops so the library would only have to provide a few. Kim is researching further.

The group suggested we leverage a teacher at AMS or SHS as an educational partner to help select content with the aim of adding a new dimension to a topic already being studied at school. Kim will contact the principals at AMS and SHS about teachers or technology clubs which might be interested in participating.

Format: the group felt that a multi-week, 2 hour session format over summer vacation would be a good initial offering.

Costs: Kim is still trying to nail this down. The goal is to not spend more than a typical program offered at the library currently. Additional funding may be required so Kim will approach the PTA and FOL when things are more solidified.

The Meeting was adjourned at 8:10 PM.

Respectfully submitted,

Kimberly Ayers, Secretary

**The next meeting is Tue, May 20 at 6:00 PM.**

### **DATES TO REMEMBER:**

Student Art Show through the month of May, reception on May 11<sup>th</sup>, 2 – 4pm