

MINUTES

The Amherst Town Library Board of Trustees' Meeting January 5, 2009

The meeting was called to order at 5:55 PM by Chairman, Don Holden. Also attending were Kathy Brundage, William Cassidy, David Hallenbeck, Robin Julian, Dick Martini, Helen Rowe and Library Director, Amy Lapointe.

VISITORS: Brad Galinson, BOS representative was present for the approval of the 2010 budget proposal which he then took to the Selectmen's meeting.

MINUTES: The minutes of the November 17 meeting were unanimously accepted.

LIBRARY DIRECTOR'S REPORT:

- **Monthly statistics** were presented. (See attached) Evidence of the recession is beginning to show up in increased circulation numbers. Amy questions the door count number. Despite the fact that November and December are usually slow months our statistics do not reflect this.
- **Programming:** Adult programming begins this month. Jackie is making some changes in the parent-child book group. She is beginning a new parent-child group for younger children. The children in the current group which consists mostly of 5th and 6th graders will continue as a child only group. The summer reading programs are in the early planning stages. Staff are reviewing last year's programs and thinking about themes for this year.
- **GMILCS:** In house training on the search aspect of the Polaris System is being held. The staff still needs to achieve proficiency in this area. Public access and the catalogue are being tweaked. All in all Amy is satisfied with the progress of adapting to the new program.
- **Building:** The sign outside the Library needs to be replaced as it has deteriorated too badly to be repainted. The estimate received for a replacement is \$1150. Amy will look into funding options. Bean Foundation requests are due April 1. Kathy will help Amy write a grant request for carpeting on the lower level. Unanticipated closings in December were on the 12th and 13th due to the power outage and on the 21st because of snow. Due to the length and severity of the power outage, patrons made use of the library for wireless computers as well as reading the news and getting warm. Amy included a letter to the editor of the Cabinet commenting on the availability of the library during this difficult time.
- **Collections:** Direct requesting of transit for new fiction and non-fiction will now be available to patrons.
- **Friends of the Library:** Collaboration with Souhegan High School for student-community book discussions is being pursued.

- **Schedule:** Amy reminded us that the Library will be closed for Martin Luther King Day on January 19.

TREASURER'S REPORT: Dick reported that our expenditures and income are on target for the year. The Town side of the budget is under spent and the Trustee side is ahead on income. No changes in the CD's have been made.

GIFTS: The Trustees unanimously accepted a gift for \$25. (See attached)

BUDGET: The budget presented by Amy was unanimously accepted for presentation to the Selectmen. After moving capital equipment to the Trustees column and changing shelving and consultant fees \$7100 had been removed from the Town side of the budget bringing the increase on the Town side to a 4.42% increase. Brad will present this to the Selectmen.

TECHNOLOGY: Dave reported that the Library currently has 28 computers; 17 are for public use and 11 are for staff use. He also feels the migration to Polaris is going well although the remote desk top still has some problems. He agreed with Amy that the search system is complex, but powerful and once everyone completely understands it they will be able to do much more with it. He also feels the staff needs support.

NEW BUSINESS: Amy presented a list of art work items from the Archive Room with specific recommendations as to whether the items should be kept, sold or discarded. The Trustees went through the list and had no disagreement with the proposal.

There being no further business the meeting adjourned at 7:31 PM

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting will be held on **Wednesday, February 18, 2009.**