

The Amherst Library Trustees Board Meeting October 18, 2006

The meeting was called to order at 6:08 p.m. Those attending were Don Holden – Chairman, Dick Martini, Bob Lown, Robin Julian, Tom Head, Dave Hallenbeck (by telephone) and Amy Lapointe, Library Director. The minutes of the previous meeting were not here to be approved.

Library Director's Report:

- The monthly statistics were presented (see report). The statistics for the digital audio books & MP3 player will be presented on the front of the report. There was some discussion about the digital audio books, and ten more libraries are ready to join those libraries already offering this service. Amy is on the title selection committee.
- Library card sign up month brought in 64 new cardholders, about the same as last year despite the good promotional drive.
- Food for fines is taking place Nov. 1-15 for overdue fines only. The food will go to SHARE.
- Programs- The program on book groups was very successful with 50 attending and the library was able to showcase our services. It was a mix of existing book groups and others looking to join a group. Dick mentioned that the program on clocks was very good and Amy reported that there are 53 people here tonight for a paranormal program for teens.
- There has been consistent increased demand for meeting room use, partly because the library has increased programming, but there are more conflicts with outside groups. Library programs get first priority. Dave mentioned we should track all of this somehow, and after some discussion, Amy agreed to make a list of other community rooms available (Brick School, police & fire station were mentioned) and their point of contact, for just such conflicts.
- Building Issues- The outdoor lighting has been problematic with timers and sensors off, the front lights seem to be okay, but still some issues with the side parking lot. Amy got one company to winterize all irrigation systems, but that nullified the 5-yr. warranty on the new back system. The sidewalk out front is starting to crumble again. The furnace was in need of oil.
- New computers are arriving to add the archives room and other places.
- Amy handed out a bibliography of Web 2.0 articles to the trustees.
- The company that supplies the coffee machine reports that our use is too low, so Amy has investigated various purchases and found that buying a home coffee machine that brews individual pods for around \$100 is the best way to go. She suggested putting out a can for donations and Bob liked the informality of it. The board agreed to this purchase.
- There was some discussion about the grandfather clock behind the reference desk (instigated by the program on clocks), and it was thought that it might take about \$250 to fix it and make the clock run (English, c. 1810-20). Amy wanted to pursue this, perhaps getting a group like Questers to donate the money to fix it. The board agreed with the proviso that the chimes would not be annoying to patrons.
- There was then discussion about the Gilbert Stuart painting and we were ensured that the painting is properly insured and that the alarm is working.

Candidates to replace Bob Lown: Bob Lown is moving and the Board discussed many people as his replacement. It was decided that Robin would contact Kathy Brundage about the position, and that if she did not want the position, that Amy would start to contact some other possibilities.

Treasurer's Report: All accounts are where they should be at this point in the year. Dick is working with Bob so he will be able to take over as treasurer once Bob moves. Some CD's have been renewed and the interest rates are up.

Gifts: The Board unanimously accepted the following gifts: \$25 from the Rohlf's family to celebrate their daughter's third birthday & \$600 from the state of NH (Gates grant) for overdrive set-up.

Trustee's Reports:

Programs: The Boardman concert is scheduled for Sunday Nov. 12. Tom is handling publicity and the chairs, refreshments were arranged and set-up is at noon on that Sunday.

Buildings & Grounds: Don was having problems with having the tree in front cut down. There are still some issues with the process for DPW and the Historic District Commission.

Technology: No report

Old Business: None

New Business: Amy proposed a new schedule for 2007 holidays and library closures (see attached proposal) and asked the Board to close at 5 p.m. the day before Thanksgiving. The Board voted all in favor.

Budget: Amy has worked on the library's budget rough draft which now stands at a 2.43% increase for next year, which is without the COLA or health insurance costs. This is within the guidelines that the Town wanted (less than 2.5%) and includes some increases in the library's programming, electronic information and professional development line items. There was discussion about an increase in new capital expenditures for needed shelving display, but there was talk about going to the trustee of the trust fund for this cost. Amy will try to keep the overall budget increase around 5%. There is no date set to meet with selectmen and Ways & Means.

There being no further business, the meeting was adjourned at 7:25 p.m. The next meeting will be held Monday, December 4, 2006 at 6:00 p.m. in the Town Hall upstairs conference room.

Respectfully submitted,

Robin K. Julian, Acting Secretary