

The November 15, 2004 meeting of the Amherst Library Trustees was called to order at 7:45 PM by chairman, Don Holden. Also attending were Dave Hallenbeck, Tom Head, Robin Julian, Bob Lown, Richard Martini and Helen Rowe.

The October minutes were approved as read.

Natasha reported that her request for medical insurance was moot as there were no providers for the Town's plan in her location.

Ruslyn sent a report on Reference Services for the past month. ([See attached report](#))

DIRECTOR SEARCH: A lengthy discussion was held concerning Michael Sullivan's qualifications and what the Trustees see as the needs for the library at this time. Everyone expressed concern over his apparent dislike of administrative duties. It was decided that Don will contact Michael and request that he talk to Natasha about what she sees as the amount of time necessary to perform the administrative tasks. Don will then follow up with both Michael and Natasha. In addition, Robin will continue to correspond with Joseph Dion from the Nashua Public Library about possible candidates he might know of. Other Trustees will pursue networking contacts for the same information. We will also look into the possibilities of finding substitute assistant librarians who would be able to fill in during sickness among the staff.

A special meeting for Friday, November 19 at 2:00 PM to discuss the next step we should take was set up.

TREASURER'S REPORT: Bob reported that the cd's have been rolled over. Expenditures are about where they should be at this point in the year. We ended up spending less than budgeted last year and it is expected that this will happen again this year since the director's salary will be below anticipated spending.

A discussion was held concerning the 2005-6 proposed budget. By increasing the Children's Library Assistant position from 20 hours to 40 hours there is an additional increase in the salary account of \$16,000. Overall the proposed budget reflects a 9% increase over last year. It was decided despite the fact the Town requested a lower increase that the Board unanimously agree to support the proposed budget as reflected in the 2nd draft budget, revised 11/08/04.

The Board also unanimously accepted \$300.00 in gifts.

BUILDINGS AND GROUNDS: Dick will meet with Public Works concerning the broken toilet on the main floor.

PROGRAMS: The Boardman Concert was held on November 14. Billy Novick and Guy Van Duser were the performers. Approximately 175 patrons attended. Refreshments for the intermission were provided by The Friends of the Library and the Trustees.

TECHNOLOGY: Dave expressed concern the Winter Newsletter publication may not be published due to Vicki's absence. Also missing for the same reason are statistics. We will try to find out if these items are being covered.

NEW BUSINESS: Bob will check on the status of our capital reserve being included in the 2005-6 budget.

There being no further business the meeting adjourned at 9:40.

The next regular meeting is Monday, **December 6**, 2004 at 7:30 in the **Archives Room**.

Respectfully submitted,

Helen D. Rowe, Secretary