

MINUTES

The Amherst Town Library Board of Trustees' Meeting November 17, 2008

The meeting was called to order at 6:43 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: There were no visitors.

MINUTES: The minutes of the October 22 meeting were unanimously accepted.

LIBRARY DIRECTOR'S REPORT:

- **Monthly statistics** were presented. (See attached) Common borrower statistics still are not complete. Interlibrary requests are going down.
- **Programming:** Regular storytimes have resumed. There will be a Talent Show on December 1.
- **GMILCS:** Site visits have resumed which should help figure out remaining common glitches in the new system. Our staff continues to be challenged in some areas.
- **Building:** The new back door now has the exit sign and safety rail installed. Amy discussed carpet replacement costs with Godecke. By using carpet tiles there would be less waste going around the stacks. Amy will look to the FOL's and other possible sources for funding the approximate cost of \$19,000.
- **Budget Process:** COLA figures are not firm yet. A discussion was held relative to how large an increase we wanted to try for. It was decided to include a Space Consultant fee and shelving costs for consideration.
- **Gift Funds:** Amy has discussed how gift funds are to be recorded. Since actual expenditures need to be tracked they will continue to be listed as separate items in the budget.
- **New Business:** Amy presented the 2009 holiday schedule which was unanimously approved by the Trustees. (See Attached) She also presented some updates in Library Policies for us to look over. These were also unanimously approved.

TREASURER'S REPORT: Dick reported that our expenditures and income are on target at 33% for the year.

GIFTS: The Trustees unanimously accepted gifts totaling \$645. (See attached)

PROGRAMS: The Boardman Concert was very successful. New this year was having a short intermission with the food being offered after the concert. The performers and the Trustees felt this worked much better.

TECHNOLOGY: Dave reported that downloading audio books under the new system is both easy to access and easy to use.

There being no further business the meeting adjourned at 8:15 PM

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting will be held on **Monday, January 5, 2009.**