

Minutes of the Amherst Library Trustee Meeting
November 14, 2011

The meeting was called to order at 6:05 PM by chairman, Don Holden. Also attending were Nancy Baker, Kathy Brundage, William Cassidy, Robin Julian, Richard Martini, Helen Rowe and Library Director, Amy Lapointe.

The minutes of the October 17, 2011 meeting were approved.

There were no visitors.

Library Director's Report:

- **Statistics:** Amy presented the monthly statistics. Amy reported that some libraries are beginning to report anecdotally a slight downward trend in circulation. (see attached)
- **Programs:** The fall programs are continuing into December. Russlyn Vear was asked to sit at the NH Business Group's table at the NHHC award dinner.
- **Circulation:** GMILCS hired the Granite State Shuttle Service to make a delivery of materials on 10/27. The delivery worked very well and another backlog delivery is anticipated in January. 91 bags of backlog materials were distributed.
- **Buildings and Grounds:** Primex newsletter contained an article about our heated walkway. The Hawthorne tree located to the left of the walkway leading to the door was badly damaged in the Halloween storm. It will need to be replaced. Marti Warren is looking into this.
- **Professional Development:** All full time staff participated in various conferences and workshops in October and November.
- **Policy:** Amy feels we should develop policy relating to Facebook Postings.
- **Staff:** Sarah Leonard will be out for maternity leave from late May.

Treasurer's Report: Dick reported that expenditures are over due to prepaying on the automated system. Money is not coming in on the gift side. Gifts amounting to \$150.00 were unanimously approved. (see attached)

Trustee Reports:

- **Library Advocacy:** A letter was sent to State Senator Peter Bragdon and the local representatives regarding the need to continue the interlibrary van service.

Old Business: Should it be necessary the Trustees will hold a special budget meeting in December. Otherwise we will meet in January.

New Business: There was no new business.

The meeting was adjourned at 7:00 PM.

The next meeting is Monday, January 9 at 6:00 PM

Respectfully submitted,

Helen D. Rowe, Secretary