

Amherst Town Library Board of Trustees
Minutes of February 23, 2005 Meeting

The February 23rd meeting was called to order at 7:33 PM by Vice Chairman, Bob Lown. Also attending were David Hallenbeck, Tom Head, Robin Julian, Richard Martini, Helen Rowe and Library Director, Amy Lapointe.

LIBRARY DIRECTOR'S REPORT: Amy presented the latest circulation statistics. (See attached sheet) She also reported that statistics reported in the Town Report were based on the calendar year.

The Library continues to receive good publicity from the *Amherst Citizen*. The January newsletter budget was overspent by \$1000.00.

Notes from the Staff meeting were included. Also, Amy reported that the weekend staff incentives have been discontinued. There will be reference coverage at least one day on the weekend. Also, patrons will be reminded the 24/7 Reference Service is available when our staff is not.

A water filtration system has been installed near the coffee machine. Monadnock has been cancelled. Furnace and roof issues have been taken care of by DPW. It may be wise to budget money for the flat roof repairs next year. Verizon came out to work on the phone/fax line. The radon issue has been taken care of.

The Library was closed early on January 23rd due to snow. Amy is working on a revised policy for inclement weather closings. She has a password from WMUR. The current Trustee bylaws need to be updated on many issues. The Trustees received copies of the bylaws to read prior to the next meeting.

John Terribili is concluding his work for us. There is a possibility of sharing a technology consultant with the School District. Upgrades in computers have been completed with some computers being moved. A power surge blew out a switch which is being repaired.

Lisa Eaton, Technology Librarian at GMILCS, began 1/17/05. Amy has accepted the position of Vice-President to fill out a term until June. There was a retreat on 2/17/05 that Amy and Ruslyn attended.

Primex, certified appraisers, have completed a review for insurance purposes. The building was appraised at \$904,200 with the contents being \$2,419,000. The portrait of Charles Humphrey Atherton is appraised at \$90,000 while the value of the other combined fine arts is \$40,000. There is a \$2,000,000 value per claim for errors and omissions. Amy will check on liability to see if we are covered under the town's policy.

The Friends of the Library have planned displays for the case. The student art show will begin on May 15. The Friends are looking for volunteers to set up and make cookies for the reception. Amy will attend the Friends meetings when possible.

A discussion was held relative to the proposed plans by the Garden Club for the back patio area. Concerns over maintenance of the garden and the sprinkler system were voiced. The Board voted to accept the plans if maintenance is provided by the Garden Club.

TREASURER'S REPORT: Bob reported that we have spent 59% of our budget for the year which is about right. Gifts are below anticipated revenue. He has not received funds from the Trustees of the Trust Fund yet. He has applied to the Junior Women's Club for funds to cover the new granite desk. Amy is looking into fines charged by other libraries.

There being no further business the meeting was adjourned at 8:47 PM

The next Trustees' meeting is **MARCH 21, 2005** at 7:30 PM.

Respectfully submitted,

Helen D. Rowe, Secretary