

MINUTES

The Amherst Town Library Board of Trustees' Meeting February 18, 2009

The meeting was called to order at 6:00 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: Brad Galinson, BOS: Bruce Berry, DPW: Phil Ribauda

MINUTES: The minutes of the special Trustees Meeting of January 19, 2009 were unanimously accepted.

DPW: Bruce Berry presented an up date of maintenance issues for the Library. He has an opportunity to upgrade the main hydronic loop in the heating system. He presented an investment agreement that LeBlanc Heating has prepared for this and also for the installation of new air handlers. Bruce feels the latter can be put off for awhile but that the hydronic loop does need to be done to increase the efficiency and cost effectiveness of the heating/cooling system. He is looking to see if the Library can fund part of this cost of \$12,896.56. He also said that when the front walk is replaced he wants to put heating coils in to help keep the walk cleared of ice. He will hire specialists to do the walk. The coils will be on a separate zone. The Trustees expressed their gratitude for the care DPW takes relative to the building's needs.

LIBRARY DIRECTOR'S REPORT:

- **Monthly statistics** were presented. (See attached)
- **Programming:** Due to the bad weather the essay series was canceled and the poetry series dates were changed. Amy reported that over 40 Patrons are attending the Lit at the Edges series. Activities are planned for the school vacation week. The summer reading program theme is Magic with different aspects for the various age groups. The format will be similar to last years. Prizes will be solicited from local business. This year an attempt will be made to have large companies such as Walmart sponsor a particular program. The possibility of a barbecue on the green as a finale is being explored.
- **GMILCS:** A day long planning session has been schedule. Amy, Ruslyn and Jackie will attend.
- **Building:** Patterson Sign Company of Milford is replacing the sign for \$700. It will be an exact replica of the current sign and will be all wood to conform with HDC requirements.
- **Friends of the Library:** The date of the book sale will be September 19. \$500 was donated to the PRC (Parent Resource Center) which is showing an increase in circulation of materials. They have also purchased PDA/scanner/software to evaluate donations for their online sales potential.
- **Wordle.net:** Amy showed us an example of what this website is capable of.
- **Email addresses:** Based on discussions with the W&M's committee the Library is now aggressively trying to have patrons sign up their email addresses which will then allow notification of overdue books. Hopefully this will help bring down postage costs for overdue notices being sent by regular mail.

- **Professional Development:** Jackie attended Comic-Con and made a video to use. Amy showed us the video which in addition to showing many of the comic characters also had interviews with several of the creators of the books.

TREASURER'S REPORT: Dick reported that two cd's will be coming up for renewal. A discussion was held on how the Trustees might find money for the heating issue discussed with Bruce Berry. Amy felt that money left in the capital equipment fund could be used. Other sources mentioned were interest from the Trustees of the Trust Fund. It was felt that we could find \$8000.00 to go towards the upgrade. A motion was made by Robin and seconded by Dave to look for up to \$8000.00 in our funds to be applied to the main hydronic link upgrade as proposed by LeBlanc Heating Company, Inc. These funds are to come from the interest in the Trustee of the Trust Funds, interest on unrestricted gifts and underspending on 2009 budget line items. The motion unanimously passed. Dick will check on the interest matters.

GIFTS: The Trustees unanimously accepted gifts totaling \$820.00. (See attached)

SAFETY CONCERNS: Phil Ribaldo presented his concerns relative to the Library's storm closing policy. (See Attached) Amy stated that she would love to have clear cut guidelines and that it is a very difficult decision to make. Staffing, safety, and patron needs all need to be evaluated. Pages are notified not to come in during snow/ice storms. Procedures for closing were looked at. Amy will look into the possible addition of checking with other area libraries as well as discussing the closing procedures with the staff for input. Mr. Ribaldo thanked us for our concern.

TECHNOLOGY: Concerns are being raised over the use of lead in the ink used in children's book.

PROGRAMS: Kathy has begun looking for performers for the Boardman Concert.

NEW BUSINESS: Amy hopes to have programs, exhibits and displays for the 2010 town celebration. The question was raised whether the Library should remain open longer during a major crisis like the December power outage. Kathy reported that the Nipmugs have shown an interest in restoring the pastel portraits of Judge and Mrs. Parker and framing Robert Towne's portrait. The Parkers gave the land for the library and Mr. Towne gave the money for the original building.

There being no further business the meeting adjourned at 8:10 PM

Respectfully submitted,
Helen D. Rowe, Secretary

The next meeting will be held on **Monday, March 16, 2009**