

Minutes of the Amherst Library Trustee Meeting
February 10, 2014

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

Visitors: Kim Ayers of the FOL.

The minutes of the January 6 meeting were unanimously approved as amended to correct the spelling of Kim Ayers name.

LIBRARY DIRECTOR'S REPORT:

- **Statistics:** Amy passed out the monthly statistics.
- **Programming:** Amy pointed out that we are now in the heaviest program time of year. Attendance is large enough for most of the programs to be held upstairs. Additional activities are planned for the children for School Vacation week.
- **Town:** The Deliberative Session was uneventful. A draft of the Town Report is circulating through the various Town Boards and will be printed. Amy included her report with our materials.
- **Collection:** The Souhegan Valley Republican Women have donated an American Flag for the meeting room. A discussion was held concerning the disposition of the mineral collection given by Tom Mortimer in the 1970's. Procedures for the disposal of back issues of magazines and newspapers are being revised by the staff.
- **Staff:** A motion was made and seconded to approve the hiring of Lucienne Foulks and Sara Martina. The motion passed unanimously. A discussion was held concerning the accrual of Carole Gasch's vacation time. The Board felt the fairest way was to pro-rate her accrued time. A new policy covering the pro-rating of vacation time when moving from a part time position to a full time position was unanimously approved.
- **Friends of the Library:** The 2nd annual Trivia night is scheduled for March 27. Bill is in charge of the Trustees Table. Concerns were expressed over the need to move the quilts which were on display due to the painting of the library interior. A letter will be sent regarding this.
- **Holiday Hours:** Amy announced the library will be closed for Presidents' Day

TREASURER'S REPORT: Bill reported that 57% of the budget has been spent for the year. Income continues to fall slightly behind projections. Three checks were issued for the Vanguard accounts. \$10,300 from a cd will go into the Vanguard account.

Gifts: Gifts totaling \$500 were unanimously accepted. This included the value of the flag donation.

TRUSTEE REPORTS:

Space Planning: The painting has begun. Some areas will need two coats. The complete palate was shown to the Trustees. The carpet for the main floor has been selected. Furniture for the Archive room is being chosen. The chairs are being worked on to make them usable. Work is nearly done on the former computer area. Electrical work is being looked into. Amy will get multiple furniture quotes. The plan schedule will be worked on.

OLD BUSINESS: There was no old business.

NEW BUSINESS: There was no new business.

The Meeting was adjourned at 7:30 PM.

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting is March 18 at 6:00 PM. Please note this is a Tuesday. Election of Officers for the year will be held at this meeting.

DATES TO REMEMBER:

March 11: Voting day