

Minutes of the Amherst Library Trustee Meeting
February 20, 2013

The meeting was called to order at 6:00PM by chairman, Don Holden. Also attending were Nancy Baker, Kathy Brundage, Bill Cassidy, Ted Krantz, Helen Rowe, Library Director, Amy Lapointe and Alternates, Dick Martini, and Nancy Head.

Visitors: Mike Akillian made a presentation on a Town Strategic Plan.

The minutes of the January 7 meeting were unanimously approved.

LIBRARY DIRECTOR'S REPORT:

- **Statistics:** Amy passed out the statistics for January. A suggestion was made that Amy choose one large category each month to break down into smaller categories. This would be presented in addition to the general statistics.
- **Programming:** Many programs are planned for vacation week. Several issues were raised and discussed by the Trustees relative to the adult programs. These included the ratio of Amherst residents to non residents in attendance and the arrival of patrons on time for programs. Nancy Baker commented on the disruption of the latter especially for the presenter.
- **eBooks:** The new Overdrive system is operational as well as the 3M ebooks being live. Staff training and familiarity with the system is underway.
- **Town Hall:** The Town Reports will be available soon. They are longer this year due to audit reports being included. The voter's guide is smaller this year and will be available soon. Revision of the Employee Handbook/Personnel Policy is underway.

TREASURER'S REPORT: Income is running short. Ted, Dick and Bill met with the Trustees of the Trust Fund. The possibility of setting up a brokerage account was discussed. A motion was made and unanimously approved to establish an account with Vanguard, using \$20,000 out of the Reconciliation Fund and \$20,000 from the expiring cd's. The Treasurer's Report was accepted. (see attached)

Gifts: There were no gifts to accept.

TRUSTEE REPORTS: There were no Trustee Reports.

- **OLD BUSINESS: Space Planning:** The Trustees discussed Mike Akillian's plan. It was felt that we were pretty far into the process at this point and that many points in his plan have already been addressed. A meeting for Tuesday, February 25 at 2:00 PM was set up to further look at ways to change the existing floor plan.

NEW BUSINESS: The Friends of the Library are sponsoring a Trivia Night as a fund raiser. A table of Trustees was organized by Robin.

The Meeting was adjourned at 8:03.

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting is Monday, March 18, at 6:00 PM

Space Planning Meeting, Tuesday, February 25 at 2:00 PM