

MINUTES
The Amherst Town Library Board of Trustees' Meeting
April 18, 2005

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

The minutes of the previous meeting were approved as read.

LIBRARY DIRECTOR'S REPORT: The March statistics were presented. (see attached sheet). Amy has completed the Statistics for the NHSL annual report.

A discussion was held on the pros and cons of taking the names of individuals who come in without notice and request use of the Archives Room. It was decided by the Trustees that we would like a record of these requests, but that the list would be destroyed at the end of the day. Since groups signing up in advance for the room must give a name, it was felt that this approach was acceptable and would perhaps prevent stealing or vandalism which is a problem in some of the archive rooms in the state.

The programs have been going well. The Celtic Harp concert was very well attended as was the Art of Film program. One youth program performer failed to appear. The money spent on that program has been refunded. The Mom and Baby Yoga program has fewer participants but is well received. Sheila has the summer reading program planned around the theme of Camp Wannaread and will have nature programs to go along with the camp theme.

A suggestion box has been put out in the YA section and several excellent suggestions have been received. Carol hopes to plan some fall programs around the theme of job and life skills.

DPW repaired the granite bench in front of the library. Mr. Berry has been given a key to the library. Previously the DPW had to call the Director or Trustees to gain access. Since the building actually belongs to the Town the Trustees felt that this was an appropriate move.

GMILCS has had a budget planning session for 2007. The 2006 budget has been revised. There will only be a 2.6% increase.

The Amherst Lions have donated \$700 for audiobooks.

Amy reminded everyone that the NHLTA Annual Conference is Thursday, May 26. Helen and Robin are definitely planning on attending.

Paperbacks, westerns, and puzzle collections have been weeded. The westerns are now incorporated within the fiction collection, but are clearly marked as westerns. Several collections have to been switched around better utilizing spaces.

The Reference Department and Amy made use of our policies in responding to what would have been a very time consuming search for a non-Amherst resident.

The Inter Library Loan Policy has been reorganized. An addition to the policy states that requests may be denied if the item has been on the shelf one month or less. The Board unanimously approved the revised policy.

GIFTS: Nine gifts were unanimously accepted by the Board. (see attached sheet)

TREASURER'S REPORT: Bob reported that expenditures are right where they should be. At this point we have received approximately 62% of our projected income for the year. Amy completed a projection of expenses to the end of the year which shows \$32.00 will be saved. The investments continue to move ahead slowly.

BUILDINGS AND GROUNDS: Dick presented the radon report which shows that the work the DPW did has brought the count to well with-in acceptable levels.

PROGRAMS: Tom has begun exploring possibilities for the Boardman Concert.

OLD BUSINESS: Robin presented a request from the Garden Club Committee planning the restoration of the back garden asking if the Trustees could give money for furniture. The request was denied since the Trustees have no extra money. Concern was also expressed over leaving furniture out that was not secured in some manner.

There being no further business the meeting was adjourned at 9:10 PM.

The next meeting will be **May 23**, 2005. Please note that this is the fourth Monday instead of the third. The meeting will be held upstairs.

Respectfully submitted,

Helen D. Rowe, Secretary