

Minutes of the Amherst Library Trustee Meeting
April 21, 2008

The meeting was called to order at 6:02 by chairman, Don Holden. Also attending were Kathy Brundage, William Cassidy, David Hallenbeck, Robin Julian, Richard Martini, Helen Rowe and Library Director, Amy Lapointe. The minutes of the March 17, 2008 meeting were approved.

Brad Galinson, the BOS representative to the Trustees, was in attendance.

Library Director's Report:

- Amy presented the monthly statistics. (see attached) Amy also included statistics for the new transit requests. These will be incorporated into the general statistics next month.
- Programming for the year is nearly finished with one adult program remaining. Plans for the 2010 celebration for the Town are continuing. Amy wants the Library to be involved.
- The public access TV origination point has been partially installed. The electrician still has work to complete. The DPW is moving ahead with planning for a door exiting from the back of the building to the garden. They would like to complete this so that the front walk can be repaired which would necessitate the closing of the front door for a few days. Amy will check on what can be done to accommodate the handicapped while this is going on.
- A meeting was held to update the NH Downloadable Audiobook consortium. A change in the fee structure was discussed. The company is also going to begin offering some items to be used by Ipods and MP3 players. The new slatwall end panels will be delivered this week.
- GMILCS is working on the budget for 2010. Due to the increased circulation by transit requests the State now sends vans out all five days of the work week. Amy is investigating storage for the bags waiting for transit. The Polaris contract has been signed. A training program will be set up for the end of July or the beginning of August. Each library will send one person to be trained. That person will then be responsible for training the rest of their staff. The down time to prepare for the migration is scheduled for August 22 to August 26. There will be limited computer usage during this time frame as we will be using an off line function. August 27th is the scheduled go live day.
- The Town has included more links to the library in its web site. One will connect to the library Trustee meeting minutes. The Town is also updating evaluation forms for employees which will include reviews of new employees at 3 months, 6 months and 12 months before going to an annual review. Health insurance costs came in above the budgeted amount of 5 %. The Town Administrator and the BOS are looking at ways to bring the cost into line with the budgeted amount.
- FOL held a reception for Art Teachers who have work currently on display. The student art show is in May. They have agreed to purchase new signage for the children's room and adult non-fiction. The annual luncheon is to be held on

- Friday, May 23, from 11:00-1:00. An incomplete set of “Wildflowers of America” sold on ebay for about \$400.
- Five staff members are registered for the NHLA conference on May 21-22. Jackie and Sue attended the CHILIS conference which showcased performers suitable for children’s programs. Amy passed out some material from the ALA for our information. She also updated us on the workshops she attended at the PLA meeting.

Treasurer’s Report: Dick reported there was no change in the cds. We continue to be slightly under budget for the year and over budget on gifts.

Gifts: The Board unanimously accepted gifts totaling \$269.95. In addition a wooden book stand was also accepted. (See attached).

Technology: Dave is putting up a technology table at the NHLTA meeting in May.

Old Business: Trustees need to be sworn in by the Town Clerk, even when reelected. Also, Mary felt that it is probably easier for designated FOL monetary gifts to be deposited in the library account and then spent.

There being no further business the meeting was adjourned at 7:05 PM

The next meeting is Monday May 19th Sat 6:00 PM.

Respectfully submitted,

Helen D. Rowe, Secretary