

## **MINUTES**

### **The Amherst Town Library Board of Trustees' Meeting May 18, 2009**

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

**VISITORS:** Brad Galinson, BOS representative

**MINUTES:** The minutes of April 20, 2009 were unanimously approved.

#### **LIBRARY DIRECTOR'S REPORT:**

- **Monthly statistics** were presented. (See attached)
- **Programming:** Adult programs are finished for the year. They will resume in the Fall. Juvenile programs are continuing. The talent show from December has been rescheduled.
- **Friends of the Library:** The Friends have scheduled a David Macaulay tour at the Currier. Paula Schmida will be the docent conducting the tour.
- **Hours:** The Library will be closed for the Memorial Day weekend, May 23, 24, 25. Summer hours will commence on June 13.
- **Recent complaints:** A patron has expressed concerns over the loudness of the librarians. Another patron was concerned that teenagers were allowed to sit in the children's room to do homework. It was felt by the Trustees that possibly a training session for staff on handling difficult situations might be helpful. Nancy attended the Risk Management session at the NHLTA meeting and emphasized the need for documenting incidents.
- **Professional Development:** Jackie and Sue O. will be attending the NHLA conference.
- **Kindle:** Amy passed around the Kindle so that Trustees could have an idea of how it works and what has currently been downloaded. It will be available for loaning out to patrons for a week at a time.

**TREASURER'S REPORT:** Dick reported that our spending is on target. (See Attached) At this point in the year we are under budget by 5% and are over on income.

**GIFTS:** The Trustees unanimously accepted gifts totaling \$705.00 from the Humanities Council for programs. (See attached)

**DEFAULT BUDGET:** A discussion was held on how best to cut the Library's budget. After discussions with Town Administrator, Gary McGuire, Amy felt that after the COLA reduction to 1% and the related social security/medicare reductions amounting to

a total \$7663.74 she only needed to find about \$2000.00 more dollars. She was able to trim another \$2500.00 from the budget for a total reduction of \$10,163.74. Brad mentioned that the BOS have not yet determined a philosophy relating to cuts, whether to make them invisible, or make a statement by doing something very visible to the voters. The Trustees decided to approve Amy's proposed amended budget at this time. Should anything change we still have the June meeting to make a different decision. It was moved and seconded to reduce the previously approved 09-10 budget by \$10,163.74 to a new bottom line of \$804,886.48. The motion passed unanimously.

**NEW BUSINESS:** Don reminded Amy and the Trustees that Amy's yearly evaluation is due.

There being no further business the meeting adjourned at 7:07 PM.

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting will be held on **Monday, June 15, 2009.**