

Minutes of the Amherst Library Trustee Meeting  
May 14, 2012

The meeting was called to order at 6:35 PM by chairman, Don Holden. Also attending were Nancy Baker, Kathy Brundage, William Cassidy, Robin Julian, Ted Krantz, Helen Rowe, Library Director, Amy Lapointe and Alternates, Richard Martini, Ed Obermiller and Nancy Head.

The minutes of the May 9 meeting were amended as follows; Obermuller was changed to Obermiller, the fourth paragraph was changed to read the mezzanine would become a quiet zone and Nancy Head was added to the long range planning sub-committee. The amended minutes were approved unanimously. The minutes of the April 21 meeting were unanimously approved.

**Library Director's Report:**

- **Statistics:** The statistics continue to show a drop in circulation, however the rate appears to be slowing. Nancy Head inquired whether the drop in the school population could account for some of this. Amy pointed out that the website shows a continual increase in usage from mobile devices.
- **Programs:** Planning continues for the Summer Reading Program which will run for 7 weeks from June 25 – August 10. Instead of a barbecue at the conclusion of the program an afternoon ice cream social is being planned for the Common. Three hands on programs for adults on using e books are in the planning stage.
- **Town:** The hiring for Finance and Administration staffing is nearly complete. Changes are being made in these two positions' job descriptions.
- **Staffing:** Amy presented the names of Haley Aiken, Eryn Bardsley and Julie Kellendorfer for approval as new pages. The Trustees unanimously approved the three choices.
- **Reminders:** The Library will be closed for the Memorial Day Weekend Sat. May 26-Mon. May 28. Summer hours begin on Saturday, June 16.

**Treasurer's Report:** Bill reported that the Warren Trust Fund went up a bit. We are close to the end of the budget year and have spent a little over 81% of the budget. Bill expressed concern over the possibility we could overspend, but was assured by Amy and Don that this does not happen.

**Gifts:** A \$50.00 gift in memory of Roz Buchanan and a Nook were accepted unanimously.

**Trustee Reports:**

- **Programs:** Kathy requested ideas for the Boardman Concert to be held in November. One suggestion was that this year's program might be family oriented so as to bring in younger patrons.
- There were no other Trustee reports.

**Planning/space needs:** A discussion was held on ways to proceed providing basic patron services. Don and Amy will look through the ALA book on strategic planning to see what is applicable for us. Trustees will also see what information is obtained at the NHLTA meeting to be held on May 21. We will set up a meeting the first week in June to share findings. Nancy Baker will send us all a Doodle calendar to facilitate finding a time that is readily available for us all.

**Old Business:** Don reminded us all of the NHLTA meeting on Monday May 21 in Bedford, NH.

**New Business:** There was no new business.

There being no further business the meeting was adjourned at 7:32 PM.

Respectfully submitted,

Helen D. Rowe, Secretary