

## MINUTES

The Amherst Town Library Board of Trustees' Meeting

**June 20, 2011**

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

**VISITORS:** There were no visitors.

**MINUTES:** The minutes of May 16, 2011 were unanimously approved.

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

- **Circulation:** Amy presented the current statistics. Once the new fiscal year begins in July we will be able to see yearly comparisons. (see attached)
- **Programs:** Amy showed information relative to the Summer Reading Programs. There are fewer programs requiring registration for the children as no shows in the past have created problems.
- **Personnel:** Amy has begun the annual staff evaluations. So far she is finding positive responses to the way the year has gone. Sarah L. is looking to revamp the training for pages. She is doing a general overview for the group before doing individual training.
- **Circulation/Public Services:** The fax machine is working although the phone jack is incorrect. There has been patron interest in usage. Amy continues to look at replacing printers and copiers with multifunction devices with print management solutions. Amy addressed Board questions about ease of use as well as reliability. Three multifunction machines would replace 5 existing machines. The Board expressed satisfaction with the suggestion.
- **GMILCS:** Possible replacement members for SNHU are being investigated.
- **Friends of the Library:** The County corrections program has been canceled due to budgetary restraints. This will impact the book sale. Many volunteers will be needed to move the books into the Church. Letters are being sent to the County Office expressing how important this program has been to the Library in the past.
- **Collection:** Amy has purchased a new touchscreen Nook and an iPad 2. The staff is currently experimenting with the devices. The Nook will be able to be checked out but the iPad will circulate only within the library for a period of 2 hours per patron.
- **Legislation:** The Senate has apparently returned the State Library Van routes to the Budget. Peter Hansen has submitted a bill for discussion in the fall relative to clarifying that Libraries also have default budgets.
- **Possible Gift:** Amy showed the Board a quilt made in 1974 to commemorate the first antique show by the Jr. Women's Club. The Board felt that there was no suitable place to display the quilt. Town Hall or the Historic Society's Museums were suggested as possible alternatives.

- **Space Planning:** The Board went over preliminary materials received from the Consultants. A lengthy discussion was held about the good points and the possible problems we as a Board saw. Amy will communicate with Alex Cohen. If necessary the Board will meet specifically on this issue over the summer.
- **Summer Hours:** Amy reminded us that summer hours are now in effect.

**TREASURER'S REPORT:** Dick took out the interest from the two Edward Jones accounts which came to over \$5400. Changes in staffing have resulted in our budget being under. Amy requested permission to purchase additional Ebooks from the Consortium. After a brief discussion Nancy moved approval of \$1500.00 for Ebook purchase. Robin seconded the motion. The Board unanimously approved this purchase. The Treasurer's report was accepted.

**GIFTS:** A motion was made by Robin and seconded by Dick to accept gifts in the amount of \$9475.00. The motion unanimously passed. (See Attached)

**TRUSTEE REPORTS:** There were no Trustee Reports.

**OLD BUSINESS:** There was no old business.

**NEW BUSINESS:** There was no new business.

The meeting was adjourned at 8:25 PM.

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting will be held on **Monday, August 15, at 6:00 PM.**