

MINUTES

The Amherst Town Library Board of Trustees' Meeting

August 15, 2011

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

VISITORS: Dave Hallenbeck

MINUTES: The minutes of June 20, 2011 were amended to read "purchase books for the Consortium" and were unanimously approved.

LIBRARY DIRECTOR'S REPORT:

- **Circulation:** Amy presented the current statistics for June and July as well as the year end statistics. The changes in the statistics are due to the change in format breakdown. The door counter also is inaccurate. (see attached)
- **Programs:** The summer reading programs are winding down. Attendance at the story hours at Baboosic Lake and the Farmer's Market were excellent. The Drop in Craft table was also successful. Fall program planning is underway. The fall newsletter will be printed and send out to households early in September.
- **System Upgrade:** This is planned for August 24 and will probably last about a half day. There will be internet access available for use.
- **Gift:** The daughter of John Greaney wishes to present a Boston College Recognition Chair and money in his memory. This was unanimously accepted.
- **Reference Collection Development Policy:** Amy presented the updated policy for approval. Robin moved and Bill seconded the motion to approve the policy. The Board unanimously approved the motion.
- **GMILCS:** Discussions are being held with a potential new member.
- **Circulation/Public Services:** The public fax machine is working better now that it has its own extension. Other systems are being updated.
- **Town:** Amy announced that Jim O'Mara is the new Town Administrator. The wage and salary survey is now in draft stage.
- **Space Planning:** Feedback from the staff and trustees is being assembled to be sent to Cohan Associates.
- **Summer Hours:** Amy reminded us that summer hours are still in effect.
- **Reduced Van Delivery Service:** It is taking longer for items to be delivered due to the reduction in days. A discussion was held with David Hallenbeck from the NHSLTA relative to our concerns. Right now federal funds are being used for this service which is in year four of a five year grant. One concern is what will happen to the program if the grant is not renewed. Where will the money come from? The immediate problem concerns the loss of some routes. Dave will take our concerns to the state and keep us posted.

TREASURER'S REPORT: Dick reported that the end of the year budget was 2% under projections. This is due mostly to changes in personnel.

GIFTS: A motion was made by Dick and seconded by Robin to accept gifts in the amount of \$400.00. The motion unanimously passed. (See Attached)

TRUSTEE REPORTS: Programs: Kathy announced that the Boardman Concert will be held November 6 with the Jazz First Trio as the performers. The group will play jazz classics.

Technology: Amy passed around the new ipad for us to see.

Building: The roof is leaking but will be fixed.

Library Advocacy: Trustees will gear up for the fall budget process.

OLD BUSINESS: There was no old business.

NEW BUSINESS: There was no new business.

The meeting was adjourned at 8:04 PM.

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting will be held on **Monday, September 19, at 6:00 PM.**