

Minutes of the Amherst Library Trustees Board Meeting  
September 19, 2005

The meeting was called to order at 7:32 by Chairman, Don Holden. Also attending were David Hallenbeck, Robin Julian, Bob Lown, Richard Martini, Helen Rowe, and Library Director, Amy Lapointe.

The July minutes were approved as read.34533001326784

**LIBRARY DIRECTOR'S REPORT:** Amy reported on the following items;

- Monthly statistics show that only March statistics were lower than '04. (See attached sheet)
- The Reference Department has launched the new website.
- The Summer Reading Program reflected a 50% participant increase over '04. 7,146 hours were spent either reading or listening.
- The first adult program on organization had so many registrations that a second evening program was added.
- There will be YA programs for Teen Read Week.
- The new septic system has been installed. This system is an alternative system that is environmentally friendly.
- The Garden Club back garden project has begun and fund raising continues.
- A new file server has been installed which will now allow for one copy of each document to be in one place.
- The annual Friends of the Library Book sale netted \$6300. The ongoing sale has brought in \$350 so far. Amy worked at the book sale and felt that it was good for public relations.
- The GMILCS Sybase upgrade went well with a shorter than anticipated down time.
- Lee Mayhew is the interim Town Administrator.
- Trustees are invited to the state of the Library report to the BOS on Sept. 26.
- Sally and Amy have a revised circulation desk schedule to go into effect on January 1, 2006.
- Sheila and Sue have scheduled outreach visits to the area preschools. Story times are being planned for every other week for the schools.
- Amy has reminded the staff to fill out accident reports.
- Amy will attend the NELA annual conference.

**GIFTS:** The following gifts were unanimously accepted by the Board.

- \$80.00 from the Amherst Garden Club for the purchase of garden books
- \$20.00 from Sharon and Thomas Rohlf's to purchase ER books.
- \$10.00 from Mary, Peter and Claire Haskins to purchase juv audio "The Opal Deception".
- \$500.00 (approximately) from David Micciche to purchase 25 DVDs.

- \$150 was received in memory of Tenney Clough.

**TREASURER'S REPORT:** Bob reported that it is very early in the fiscal year. Income was down last year, mainly in the gifts account. The new server which has been purchased was purchased with funds from last year.

**OLD BUSINESS:**

- The plans for the Boardman Concert on November 13 are progressing.
- Dave reported that currently there are 24 computers in the library all operating separately. Amy and Dave are working to catalogue this information.

**NEW BUSINESS:**

- A discussion was held concerning the revised Circulation Policy. The Trustees agreed to an amnesty period for returning overdue books prior to the raise in overdue fines. The policy was approved unanimously by the Board as amended.
- The proposed Holiday and Closed Hours was unanimously approved.
- Bob reported that with the sale of the Berlack house next to the library he asked Carl Weber to check on the deed relative to the sidewalk ownership.
- The date for the November Board meeting will be November 23.

There being no further business the meeting was adjourned at 9:00 PM.

The October Board meeting will be Monday, **October 24<sup>th</sup>**.

Respectfully submitted,

Helen D. Rowe, Secretary