

Minutes of the Amherst Library Trustee Meeting
October 17, 2012

The meeting was called to order at 5:00 PM by chairman, Don Holden. Also attending were Nancy Baker, Kathy Brundage, Bill Cassidy, Robin Julian, Ted Krantz, Helen Rowe, Library Director, Amy Lapointe and Alternates, Dick Martini, Ed Obermiller and Nancy Head.

Visitors: There were no visitors.

The minutes of the September 17 meeting were amended to show Bill Cassidy in attendance. The amended minutes were unanimously approved.

LIBRARY DIRECTOR'S REPORT:

- **Statistics:** Amy passed out the statistics for September. The value of donations is now being looked at. \$2700 worth of materials was added for the previous year. In addition a replacement value of \$4500 was given to replacement materials for the time period of January to October of this year. GMILCS bags are now arriving on Thursday and Friday.
- **Programming:** The fall newsletter has been mailed. Storytimes are doing well. Two storytimes are being held on Thursdays. The children's book groups are growing. A variety of programs are planned for October and November.
- **Collection & Services:** Amy presented the proposal for 2013 hours which includes 11 paid holidays. The Board unanimously approved the proposal. A new guide relating to weeding and purchasing is being developed by the Reference department. Circulation policy is being revised also which will include a change in the non-resident card fee effective January 1. A question was raised about the length of time magazines may be checked out and whether it should be reduced to 1 week rather than 2. Amy presented information relating to ebooks including the challenges with content and the relationship with publishing companies. She explained problems, possibilities and challenges currently facing libraries relative to this new technology.
- **Personnel:** Amy is continuing the mid year reviews and is having good conversations with the staff concerning weekend staffing between Circulation and Reference as well as staffing shifts.
- **Building:** The carpet behind the circulation desk has been repaired using tacks instead of glue to hold the carpet down.
- **Town Hall:** The State of the Department report went well. The Trustees voted unanimously to approve the first draft of the budget which shows a reduction in the automated library system and the deferred compensation fund. Bob Brewster is chairman of the Ways and Means Committee. Colleen and Mike A are the library representatives. We hope to be included by them in our budget planning framework.
- **Miscellaneous:** Amy and three other staff members attended the NELA Conference. Amy attended the entire conference and Sarah S., Ruslyn and Sue O. attended portions of interest to their specific staff knowledge.

TREASURER'S REPORT: We continue to be under budget for the year. This is because there have been no heat bills or expenditures on postage. The automated systems show overpayment because that amount is paid in a lump sum at the beginning of the fiscal year. No changes in the cd's have been made.

Gifts: Gifts in the amount of \$600.00 were unanimously approved.

TRUSTEE REPORTS:

- **Programs:** Kathy reported that the Boardman Concert plans are all set. Trustees are to report on Sunday at noon to set up for the concert. The reception will be held at the end of the concert and there will be no intermission.

OLD BUSINESS: There was no old business.

NEW BUSINESS: There was no new business.

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

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting is Monday, November 19 at 5:00 PM. Trustees will adjourn to Town Hall at 7:00 PM for the presentation of the budget to the Selectmen.