

Minutes of the Amherst Library Trustee Meeting
November 21,2005

The meeting was called to order at 7:31 PM by Chairman, Don Holden. Also attending were David Hallenbeck, Tom Head, Robin Julian, Bob Lown, Richard Martini, Helen Rowe and Library Director, Amy Lapointe. The minutes of the October meeting were corrected to read that GMILCS is investigating the possibility of downloading audible books. The minutes were approved as amended.

Library Director's Report: Amy presented the monthly statistics. (see attached) Amy noted that the percentage for the year to date is up. The electronic survey ends November 23. NHLA is investigating a state-wide agreement relative to purchasing content materials.

Ruslyn and Sarah will attend the NHLA Fall conference on Literary Programming. Book repair training is to be given to the Pages, Sally, Martha and Vicki.

The Library will be closed on Thanksgiving on November 24 and for Christmas from December 24-26. The FOL in addition to decorating the Library will sponsor a two hour storytime coordinating with the Tree Lighting activities. Teen readers will read holiday stories.

The circulation/fines policy became effective November 1. The Food for Fines program was very successful with the food going to SHARE. Amy plans for this to be an annual program.

The ongoing booksale is doing well. The Friends are investigating selling books on the internet. A discussion was held relative to a letter from the Amherst Congregational Church expressing concerns about the use of prisoners on the day prior to the sale. Nancy Head will try to meet with the head of the Trustees and Susan Drum, director of the Preschool to see if the problem can be resolved.

Lee Mayhew requested a 5 year plan for staffing needs as part of the budget planning. Amy and Bob will attend the various budget hearings.

The Board entered Executive Session at 8:04 PM to discuss personnel matters. The Board exited the Executive Session at 9:08 PM.

Treasurer's Report: Bob reported that all CD's are now invested at a 3 1/2% rate. The Budget expenses are on target.

Gifts: The Board unanimously accepted the following gifts;

\$250 In memory of Tenney Clough

\$ 25 In honor of Holly's 5th Birthday (Children's Books)

Budget Review: In previous budgets the Town was not deducting deferred payments however Social Security and Medicare are now being deducted. The increase in the postage is mainly due to mailing overdue notices to patrons. Both long distance and instate phone calls now cost 7 cents a minute. Heating cost estimate is up. Under computer supplies the number of replacements has been lowered by one computer. It is expected that the COLA cost will probably come down. The Board unanimously voted to approve the revised budget proposal.

Buildings and Grounds: Light bulbs are being replaced.

Programs: Tom is looking into ideas for next year's Boardman Concert.

Technology: Dave reported that the current computer system has many different components and versions that need to be brought together.

There being no further business the meeting was adjourned at 9:40 PM

The next meeting is Monday, January 9, 2006.

Respectfully submitted,
Helen D. Rowe, Secretary