Amesbury Public Library Board of Trustees

Newburyport Five Cents Savings Bank
Wednesday, Dec 10, 2014

Members Present: Mary Dunford-Chair (MD), Stephen Dunford (SD), Laura Buckley (LB), Roger Estella (RE), Gail Browne (GB), James Sullivan (JS), Gretchen Marinopoulos (GM), and Rebecca Jordan (RJ)
Absent: Roger Deschenes (RD)
APL Director: Erin Matlin

I. Call to Order (by Mary Dunford): 7:01pm

II. Secretary Minutes (SD)
  • Motion to accept November Meeting Minutes by JS and seconded by RJ. Unanimous vote.

III. Budget Report
  • State Aid is lower due to People Counters’ purchase
  • Ms. Matlin provided the Material breakdown in the package. A discussion was on the 15% that the Library needs to spend. For example, DVDs is $7,000 for FY15. The Library has spent $1,960.39 and has $5,039.61 left.
  • Ms. Matlin provided the Gift Account breakout. There were questions on the receipts and the monies taken out. A member of the Finance Committee needs to go with the Library Director to the Accounting Office to sort out the Trusts funds.

IV. Communications
  • Checked E-mail and nothing new

V. Director’s Report
  • Attached
  • Resumes have been gathered for the IT/Reference Librarian position.

VI. Committee Reports
  • No Committee meetings
  • The Committees will be reorganized in the January meeting. A Committee Chair will be voted on.
  • The officers need to be re-elected during the January meeting.

VII. Unfinished Business
  • Staffing.
    o IT/Reference Librarian – Found a candidate. The Mayor wants the candidate to talk to John, Amesbury IT person. They are scheduled to meet Monday.
  • Snow Closing Guidelines were reviewed. The Guidelines will be called a policy and returned at the January meeting.
  • People Counters
    o Were purchased and are in the process of getting installed. The practice month where the mock month of hand counting and the People Counter being used will be conducted soon.
• Business Cards were purchased.

VIII. New Business
• Book Drop - Pricings are in the package. A discussion was held on the type of book drop that would be useful for the library. The poles/ballards position will need to be addressed.
• Vault Update was discussed.

IX. Other
• Boxford Library closing was discussed.

X. Adjourn
8:07- RJ moved for adjournment. JS seconded. Unanimous yes.