

Amesbury Public Library Board of Trustees

Newburyport Five Cents Savings Bank

Wednesday, February 12, 2014

Members Present: Gail Browne (GB), Laura Buckley (LB), Roger Deschenes (RD), Mary Dunford (MD), Stephen Dunford (SD), Gretchen Marinopoulos (GM), James Sullivan (JS), and Rebecca Jordan (RJ),. Roger Estella(absent)

APL Interim Director: Erin Matlin

- I. Call to Order (by Mary Dunford) 7:05pm
- II. Secretary Minutes (SD)
January 8, 2014 minutes were accepted with amendments by a unanimous vote of those present on a motion to accept by RD and GB seconded. The vote was 7-0 with SD abstaining.
- III. Director's Search Update
In-town interviews will be done with Samantha Thompson and Rosemary Bebris the first week of March. MD will attend the interviews with the candidates and Mayor Gray.
The question of what to do with the resumes will be broached with Town Hall.
- IV. Budget Report
 - a. It was reiterated from the December meeting that the Gift Accounts totals need to be verified. This will be an item on the agenda for the March meeting.
- V. Director Report: Director's Report was presented by Interim Director Erin Matlin
 - a. Staffing Update – The Library has two staff positions open
 - i. Desired to have a Library Assistant now. Promoting Dorothy who is acting as a Page but also handles the front desk.
 - ii. Possibility of using Biblio Temp
 - iii. Subject broached to the Mayor and he said we need to wait until the Director is filled. Mary Dunford said that she would talk to the Mayor and the outcome will be reported at next meeting.
 - b. The library is using a new system for recording usage and the new figures will be started later in the year.
 - c. Ramp update(in Old Business).
- VI. Communications.
 - a. The Friends of the Library will be coming to the March meeting (President Jane Ward and Carol Feingold.
 - b. A thank you note was received from Ann Post for the interview for Library Director. EM received an E-mail from the Adult Education group.
- VII. Old Business
 - a. Ramp Repair – The ramp has been repaired. There are still panels that need to be replaced. A quote was received to fix the rest and presented to the CFO Mr. Basque. The quote was rejected and the plan now is to fix the panels as needed.

VIII. New Business

- a. Roger Deschenes disclosed that he may have broken the Open Meeting Law. It was decided to have at least 4 members on each sub-committee to alleviate the potential of open meeting violation. Roger Deschenes will provide a statement to be put into the meeting minutes for March.
- b. Committee Assignment –
 - Historical Preservation: Gail Browne, Stephen Dunford, Laura Buckley, Roger Estella
 - Finance: Gretchen Marinopoulos, James Sullivan, Roger Deschenes, Rebecca Jordan
 - Long Range Planning: Laura Buckley, Mary Dunford, Roger Deschenes, Rebecca Jordan
 - Director Review: Gretchen Marinopoulos, Gail Browne, James Sullivan, Roger Deschenes.
- c. Meetings were planned for the Historical Preservation to talk about the window replacement in the skylight above the Children's Room

IX. Meeting adjourned at 8:43 on a motion by Roger Deschenes and seconded by James Sullivan.