

AMESBURY PUBLIC LIBRARY

Board of Trustees

January 14, 2009

Call to Order: 7:04 pm

Members Present: Sydney Baily-Gould, Laura Buckley, Mary Dunford, Ann Iacobucci, Christine Johnson, Johanna Kimball, David Oxtan, Jane Ward, Sue Zielinski

Absent: None

Library Staff Present: Katie McDonough

Visitors: None

Election of Officers: Dunford made a motion to re-elect Sydney Baily-Gould as Chair, second by Kimball. Motion passed unanimously. Buckley made a motion to re-elect Sue Zielinski as Vice Chair, second by Baily-Gould. Motion passed unanimously. Baily-Gould made a motion to re-elect Jane Ward as Secretary, second by Zielinski. Motion passed unanimously.

Committee Assignments: Committee assignments remain unchanged at this time. Present committees and potential committees are coming up for discussion.

Communications: Ann Iacobucci relayed information about a potential library donor to the Board. McDonough suggested that the person interested in making a donation should contact her at the library to discuss how best to proceed.

Secretary's Minutes: Minutes of the December 10, 2008 meeting were accepted on a motion by Buckley, second by Dunford.

Budget Report (FY 09-Jan 10, 2009): McDonough supplied a corrected copy of the budget, noting that natural gas percentage spent was originally reported as 52% when in fact it was 25%.

Gift Report : January 2009 was accepted on a motion by Buckley, second by Dunford.

New Book List: January new book list was accepted on a motion by Dunford, second by Kimball.

Director's Report: Report on file.

McDonough presented new information about budget constraints forcing a cut in library operation hours by four hours per week. She stated that she and Assistant Director

DiTullio considered patron usage numbers and the continuity of opening at the same time each day before concluding that an evening would be cut. She added they felt it was necessary to remain open on Wednesday evenings because of the concurrent hours of the weekly food pantry dinner. Tuesday evening was the best choice of a bad situation.

Buckley suggested that a special meeting should have been held to inform the Board before any final decision was reached. McDonough apologized for not alerting the Board to the changes and proposed reopening the discussion at next month's meeting with DiTullio and children's librarian Dombrowski present to offer data. Buckley worried that might seem adversarial. Johnson suggested that McDonough bring the Board's concerns back to DiTullio and Dombrowski and discuss alternatives to an evening closing. Several Board members offered alternate days and times. McDonough agreed to take the ideas back to DiTullio and Dombrowski. Buckley stated that the Board trusts the decision making process but that the Board needed to know of impending changes in operating hours before changes were adopted.

McDonough handed out the *ThinkAhead* Amesbury schedule of events and noted that the kickoff event will be held on Saturday, January 31 at 2pm in the Cultural Center.

Committee Reports:

Long Range Planning: Nothing to report.

Finance Committee: Nothing to report.

Historic Preservation: Nothing to report.

House Maintenance: Nothing to report.

Unfinished Business:

Trustees' Goals FY 2009: The Board considered each item on the draft document, APL Trustees' Goals FY '09. It was agreed that the Board should review missions for all committees, decide which are effective and which may not be, and also discuss adding a public relations committee. Johnson requested a copy of the current committee mission statement for next month's Board packets.

The Board agreed that the focus of Item 3, Cultural Programming, should be on networking with other groups in town to coordinate schedules and perhaps cross-market events. Board also noted that this item could incorporate Item 6, Technology Infrastructure, by continuing to network with businesses and technologies in town.

Item 4, Building Project, was tabled until February's meeting because the mayor, his aide, two councilors, McDonough and DiTullio, and Baily-Gould and Dunford from the Board planned to meet with Patience Jackson of MBLC to discuss moving forward with updating the building study. Board members agreed we are nowhere near ready to form a

building committee at this time, and await the report from the meeting with Jackson of MBLC.

The Board agreed to continue to work to determine the best course of action for the library's failing storage vault.

The Board agreed to continue to show our support for the library staff. McDonough noted that the Appreciation Luncheon was very well received back in November, and Board members proposed holding approximately 4 such events per year.

Library Trust Funds: McDonough reported that she had received 5 responses to her request for quotes on the IT upgrade. All respondents made site visits; one declined in the end to offer a quote. Of the 4 received, JCH Technologies came in at the lowest, at \$6054.00. She said that her next step was to present a signed authorization for trust fund allocation in a memo to the Town's treasurer.

She also asked that the Board consider allocating trust fund money to purchase a new magazine display structure. She said that there is currently not enough display space. Buckled made a motion to purchase a revolving, freestanding wood display rack in an amount not to exceed \$600.00 which includes shipping and handling costs, Johnson second. Motion passed unanimously.

For the benefit of the Board members who were absent from the December meeting, Trustees reviewed the reasons behind the accepted holiday hours for 2009.

New Business:

New business was tabled until February's meeting.

Meeting adjourned at 9:11 pm.
Respectfully submitted,

Jane Ward
Secretary