

Amesbury Public Library Board of Trustees

Newburyport Five Cents Savings Bank

Wednesday, May 14, 2014

Members Present: Mary Dunford-Chair (MD), Gail Browne (GB), Stephen Dunford (SD), Gretchen Marinopoulos (GM), and Rebecca Jordan (RJ).

James Sullivan (JS) arrived late at 8:19

Laura Buckley (LB), Roger Deschenes (RD), and Roger Estella (absent)

APL Director: Erin Matlin

- I. Call to Order (by Mary Dunford): 7:46 pm
- II. Secretary Minutes (SD)
Motion to accept in bulk by RJ and seconded by GM. Unanimous vote.
- III. Budget Report (April 2014)
Review of the remaining money.
Talked about the ramp repair. Have about 68% total for materials.
Received the second State check approximately \$7,000
- IV. Communications (April 2014)
Response from Mayor was discussed.
Positive responses from Councilors Lavoie and Ferguson received.
Letter from Friends (Jane Ward) asking if any Trustee would be willing to give tours of the library and the like. Friends Month Celebration May 29th starts at 6:30
Refreshment 8:00
- V. Director's Report (April 2014)
 - Ms. Erin Matlin has accepted the position of the Library Director
 - Assistant Director Position has been posted – Three likely candidates' resumes have been moved up to the Mayor's office. Now all three candidates will be interviewed by the Library Director and then moved back to the Mayor for his interview.
 - Need to rewrite Part-time Reference Library and will be posted shortly
 - Erin is doing 3:00 to 8:00 on Monday
 - April 25th – Break in to the attic space. Police wrote a report and apologies. The handyman will get lock materials.
 - Panel replacement is progressing
 - Poem competition
 - Children's Librarian did some May baskets
 - Prom Promenade on May 16.
 - Goal of Director is for an emergency plan.
- VI. Committee Reports

- Director Review (Gail, Roger, Gretchen and James) usually happens at this time. The committee will be more of goal setting

VII. Unfinished Business

a. Budget Process

- For accreditation – average of the last three years
- Library budget – June 2 Finance Committee Review

b. Staffing

- Post the positions

VIII. New Business

IX. Other

X. Adjourn 8:44 Gail Browne Gretchen seconded. Unanimous yes.