Amesbury Public Library Board of Trustees

Newburyport Five Cents Savings Bank
Wednesday, September 13, 2016

Members Present: Gail Browne – Chair (GB), Brenda Rich (BR), James Sullivan (JS), Bethany Sullivan (BS), Mary Dunford (MD), Stephen Dunford (SD), Martha Jamison (MJ), Roger Deschenes (RD), Laurie Cameron (LC)

Members Not in Attendance: none

APL Director: Erin Matlin
APL Assistant Director: Kim Butler
City Councilor Matt Einson

I. Call to Order (by Gail Browne): 7:01pm

II. Secretary’s Minutes (May 2016)
Mary Dunford made a motion to accept the minutes from last month’s meeting, Brenda Rich seconded the motion. Motion passed (Laurie Cameron abstained as a new member).

III. Budget Report
   A. New magazine racks on order, low cost ($300 range).
   B. Technology plan will be forthcoming, depending on new hire.

IV. Communications
   A. Received an email from Carolyn Jordan thanking the board, and asking to keep her in mind for future vacancies.
   B. Received a thank you note from library staff for Crave gift card.
   C. Gail Browne attended the Friends of the Library meeting to inform them of the upcoming grant round and tonight’s Rosemary Waltos visit.
   D. Friends of the Library Flatbread fundraiser set for September 20.
   E. New open meeting law training session offered in Brockton October 13.

V. Director’s Report (attached separately). Highlights:
   A. Dorothy Purdy will move from Childrens to Reference desk.
   B. 18, 20-hr positions are open in Childrens. Possibility of combining as one full-time position?
   C. IT position has been posted internally, will be posted externally next week.
   D. Davis painting has been restored and returned.
   E. Summer reading programs were very successful in all departments.
   F. Margie Walker’s picture walk at the Riverwalk has drawn some nice attention.

VI. Committee Reports
    Director Evaluation: will be distributed.
VII. Unfinished Business
   A. Budget FY16 and FY17: no issues.
   B. Program Policy: passed and updated.
   C. Fireball Run: 10,000 people expected. Main Street will be shut down by 10am. Roger Deschenes made a motion to close the library on October 1, Mary Dunford seconded. Motion passed unanimously.

VIII. New Business
   Presentation by Rosemary Waltos (MBLC, Building Grant Specialist)
   * Grant program has been in existence 30 years, has served 400 public and public/private libraries in Mass.
   * Funding comes from bond authorizations. In 2008, $100 million was approved, with 30 libraries approved to get grants.
   * In 2014, Gov. Patrick approved $150 million. The 2016-17 grant round is underway.
   * Funds are for major capital improvement (“whole building”) projects, which include new buildings, additions or renovations to current buildings and converting an existing building into a new library.
   * Grants are apportioned each year; over the last four, approximately $20M has been awarded each year.
   * MBLC covers 40-45% of “eligible costs.”
   * Two types of grants: planning and design grant and construction grant
     * Planning and Design: preparing for the construction grant round. Library establishes a feasibility or space-planning committee, and engages the community.
     * Over the most recent grant round, roughly $50,000 was awarded to recipients for Planning and Design. Some seek local match.
     * When design is complete, architects have submitted site plan, floor plan, cut-throughs, artist renderings.
     * Cost estimate prepared by an independent cost estimator. Grants are based on that estimate, about 45-50% of eligible costs.

IX. Other
   A. Erin Matlin found documentation on Charles Davis paintings.
   B. Committees: Preservation, Long-Range Planning should meet by end of year. Laurie Cameron will be appointed to Preservation Committee.

X. Adjourn 8:46 – Stephen Dunford made a motion to adjourn, Bethany Sullivan seconded. Vote unanimous.