

AMESBURY PUBLIC LIBRARY
Board of Trustees
February 11, 2009

Call to Order: 7:05 pm

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

Absent: Ann Iacobucci

Library Staff Present: Katie McDonough, Patty DiTullio

Visitors: Jonathan Sherwood, Kendra Amaral, Mary Larnard, Nancy George

Communications: None.

Secretary's Minutes: Minutes of the January 14, 2009 meeting were accepted on a motion by Buckley, second by Kimball.

Budget Report (FY 09-Feb 5, 2009): McDonough corrected header of Budget Report to read FY 2009, not FY 2008.

Gift Report: February 2009 gift report was accepted on a motion by Buckley, second by Oxton.

New Book List: McDonough asked the Board if members would be willing to look at future new book lists on the library website rather than including the figures in monthly meeting packets in order to streamline efforts. She provided instructions for accessing the list. Board members were open to this suggestion. McDonough also reported that Greg Pronevitz of NMRLS said it is no longer necessary for the Board to approve new book lists in the future.

Dunford asked how new book needs are determined. McDonough replied that she follows the collection development policy in the library's policy manual. She takes into consideration patron requests, current book reviews and bestseller lists, weak spots in the collection, and replacement items.

Director's Report: Report on file.

Committee Reports: Nothing to report.

Unfinished Business:

Trustees' Goals FY 2009 : Kimball made a motion to accept revised Trustee Goals, Buckley second. Zielinski suggested that goals to be addressed should be

included on monthly meeting agendas. Baily-Gould agreed, noting that some goals would be ongoing. Motion passed unanimously.

Library Building Project: Board members were informed about the recent meeting with Patience Jackson of MBLC. Baily-Gould stated that her sense coming out of the meeting was that a building project might not be as far into the future as she had thought. McDonough explained that funding may be available from the State sooner than originally thought, but that the local pieces need to be in place before Amesbury is able to accept State money.

McDonough noted that \$5850.00 is needed initially in order to update the 2000 Building Study. Amaral noted that the update would be relevant for another 9 years. Sherwood said that MBLC just funded all the projects in their queue, and that Jackson expects some projects will not perform and meet deadlines, meaning that State money may free up sooner than expected.

Buckley asked what other projects are pending in town. Amaral replied that the water treatment plant upgrade and moving the DPW are both on the horizon, and the high school's building project has just hit the tax rates. Johnson noted that the Board was about to consider spending trust fund money on the building study update and asked Sherwood and Amaral for their opinions about the wisdom of spending the money at this time. Amaral stated that, given the study's 9 year shelf life, she felt it was a good investment of trust fund money at this time.

Buckley made a motion to spend up to \$6000.00 of trust fund money for Sondra Vandermark to update her 2000 Building Study, Johnson second. Motion passed unanimously.

Library Hours: McDonough reviewed the Patron Count Statistics and other libraries' hours she provided to the Board. DiTullio explained that the decision to close early on Tuesday was made after reviewing the visitor statistics and considering staff scheduling. Several Board members expressed a hope that evening hours could be added back in the future to meet the needs of the working community. McDonough stated that they are considering being open Mondays-Tuesdays-Wednesdays from 10 am-8 pm, but she first needs to know what she is looking at in terms of the FY10 budget. McDonough hasn't been provided with any information yet, so it will take a while to work everything out.

New Business:

Staff Cuts: McDonough reported that due to staff cuts, the Reference Desk is increasingly difficult to staff. She added that very little work done at the desk now is reference work, and more often includes answering the phones and providing computer sign up. She and DiTullio decided to follow the trend in libraries to make Reference a service destination rather than a physical location. This means, she explained, that Reference will be incorporated into the Circulation Desk making one point of service on the main floor of the library.

There will always be a professional librarian on call in the building to address reference questions, while the Circulation Desk will be staffed adequately to serve patrons and handle phone and computer issues.

Other: Baily-Gould suggested tabling the remainder of the agenda until next month's meeting.

McDonough took a minute first to explain that Margie Walker is in the process of applying for a preservation survey grant with a March 3rd deadline. The application required Baily-Gould's signature.

DiTullio updated the Board that the IT upgrade is scheduled to take place on February 22nd.

Meeting adjourned at 8:46pm.
Respectfully submitted,

Jane Ward
Secretary