

**Amesbury Public Library
Board of Library Trustees- Meeting Minutes
March 17, 2010**

Call to Order at 7:07pm

Members Present: Ward, Kimball, Dunford, Buckley, Sheridan, Oxton

Introduction of Erin Matlin as new Library Assistant Director

Secretary's Minutes (2/17/10): Dunford motion to accept, Buckley second

Budget Report (February 2010) DiTullio reported a larger amount of money having recently been added to the gift account after some lag in deposits.

Gift Report (February 2010) On file. Accepted on a motion by Kimball, seconded by Oxton.

Communications (February 2010) None

Committee Reports (February 2010) Dunford said the Finance Committee would deliver their report during discussion on the budget.

Director's Report (February 2010) DiTullio highlighted Claire's work with the autism grant to incorporate new materials and methods into all programming for families so that the library can be more inclusive to families dealing with autism.

During the last rain storm there was also another flood in the basement of the building, causing puddles in the hallway and a saturated carpet. DiTullio said Servicemaster has come back in with a dehumidifier, and that materials in the tech. services room may need to be removed for future mold treatment. This kind of treatment may cause a temporary closure, and DiTullio said she may need to include the DPW to help move some of the equipment. Luckily, this new insurance claim may piggy-back the previous insurance claim for mold.

DiTullio also noted the significant amount of time she and the Assistant Director are spending on building maintenance issues and not content of service.

Unfinished Business

I. Draft Building Study from Sunny Vandermark

Ward will call Sunny Vandermark regarding the Board's decision about the Building Program, as discussed in New Business

New Business

I. Legislative Breakfast Update

Ward and DiTullio attended a breakfast to lobby for libraries with other library leaders and state legislators. Ward encouraged Trustees again to write their legislative representatives in support of public libraries.

II. FY2011 Municipal Budget Request

The Finance Committee met to discuss the FY2011 Budget Request, to be submitted by Patty to the Mayor on Friday, March 19th. The bottom line is that the MAR will be met even if we are service-level-funded.

DiTullio noted a fairly lean budget with a few changes. First of all, she is proposing not filling two part-time positions totaling 21 hours and instead asking that one existing “part-timer’s” position be made to a full-time, benefited position. Kendra Amaral has already said she would be willing to help Patty make that case with the Mayor. In addition, per diem substitutes don’t currently exist in the union, but DiTullio said (after a discussion with union representatives and members of the local police) that this will be possible for the library staff, as it is for per diem dispatchers at the Police Department. This would be a great help when the library is at-risk of closing due to staffing.

Patty also noted that she had put more money into the materials budget to allow for the possibility of no state aid in the future. In the past, state aid has been used for library materials, which DiTullio said is simply bad practice. The Director is also working with Mike Basque to separate out monies not included in yearly appropriation and tidy things up for the future. She suggested keeping trust fund balances separate from monthly budget reports.

III. Meeting with Mayor re: Vision for the Library

Ward, Sherwood and DiTullio met with the Mayor today to determine where the future library stands in his Capital Improvement Plan, and learned that the \$75,000 for a site survey, and preliminary plans by an architect are on the CIP for FY2012. DiTullio said that, given the fact that we are not entering the grant round this year, the best case scenario would be our entering into another grant round in 3-4 years, (there have been 3-4 years between grant rounds). She also noted that legal precedent dictates that a library building project be a part of a CIP to prevent a referendum vote by the public.

In addition to the meeting with the Mayor, Ward reported new information to the Board regarding Sunny Vandermark’s impressions that we were participating in this year’s grant round as impetus for updating our Building Study. Vandermark thought that we would next be pursuing a site visit by an architect, which is clearly not the case. Sunny said she’s been paid for 2/3 of the study, but will hold off on finishing because of accuracy.

A good deal of discussion followed this news, and the meeting with the Mayor became even more important. Are we setting ourselves up to do this twice? Ward said she spoke again with Sunny after meeting with the Mayor, and told her she would present the Board with two options: Stop where we are and in a few years we can finish the last third (Sunny would not take payment for the last third until then), or we could finish it now and we could tweak the finished product later. It was agreed there was more savings if we delay finishing the Building Study, and Oxtan noted Vandermark’s flexibility in making this work for us.

Dunford moved to put the Building Program on hold until we are more ready to address another building project. Kimball seconded, and the vote was unanimous.

Ward reiterated the importance of what was learned in the meeting with the Mayor today, and DiTullio stated she did not believe we can operate in the current building for another 2 years, never mind ten. As a result, Ward tasked Buckley, as Chair of Preservation and Building Maintenance, to meet with her subcommittee to brainstorm contingency plans. Buckley asked if there had been clarification about the Mayor’s intentions for the existing library building as a possible renovation site, and Ward said it was quite clear that Mayor Kezer does not think that is a possibility. Buckley, Pressley and Kimball will meet as a subcommittee to discuss different scenarios.

Other- None

Adjourn at 8:50pm on a motion by Buckley. Sheridan accepted.