

Amesbury Public Library Board of Trustees

Newburyport Five Cent Savings Bank

Wednesday, December 14, 2011

Members Present: Ward, Sherwood, Dunford, Sheridan, Buckley

- I. Call to Order: 7:05 p.m.
- II. Secretary's Minutes (11/11) accepted unanimously on a motion by Buckley, Sheridan second.
- III. Budget Report: Budget reported submitted and reviewed. Expenditures on track; no additional comment.
- IV. Communications:
 - a. Library Director shared notice of periodic disbursement from the Commonwealth. The amount was as anticipated and budgeted. This is the first year in some time that the Library is in a position to use these funds for non-collections expenses.
- V. Director's Report: Director reported detail regarding the 11/18/11 break-in and burglary at the Library. The front door was damaged and required repair. 1 laptop near front door at main desk (reference) was stolen before police were on-site; no other property was taken. The library building continues to face significant physical plant problems, including an aged furnace and rain damage in the Children's Room. Holiday concert was a huge success, with 33 people in attendance. Various staff participated in a range of professional development and other meetings this past month. Overdrive downloads continue their monthly increase, up 40% over November 2010. November 2011 Friends of the Library book sale was a success, raising over \$1,000.

In discussion regarding reported facilities issues, the Board will revive the Building Committee in the next term (starting January, 2012), in order to wrap up the Committee's recent work.

- VI. Committee Reports
 - a. None at this time
- VII. Unfinished Business
 - a. Update re: Board vacancy: No joint meeting in December, 2011 with Municipal Council, as there are not any applications to consider.
 - b. Holiday Staff Recognition: Kimball and Ward prepared small gifts and cards for the staff, which were well received and appreciated.
- VIII. Other
 - a. None at this time.

There being no further business, Dunford moved and Sheridan seconded a motion to adjourn. The motion was approved unanimously at 7:29 p.m.