

Amesbury Public Library Board of Trustees

Newburyport Five Cent Savings Bank

Wednesday, March 14, 2012

Members Present: Gail Browne, Laura Buckley, Mary Dunford, Johanna Kimball, David Pressley, Peter Sheridan, Jonathan Sherwood, and Jane Ward.

- I. Call to Order: 7:01pm
- II. Secretary's Minutes
 - a. Last month's minutes (2/2012) were accepted unanimously on a motion by Pressley, Buckley second.
 - b. Minutes for the Joint Meeting with Municipal Council on 2/14/2012 were accepted unanimously on a motion by Buckley, Ward second.
- III. Budget Report: Budget Report submitted and reviewed.
- IV. Communications: None at this time.
- V. Director's Report: Review Director's Report reviewed and discussed
 - a. New Children's Assistant Anne Landry has started full time.
 - b. Building Maintenance is ongoing with the first floor stack wing scheduled to be patched and painted this month.
 - c. The launch of the new library website has been delayed.
 - d. Staff continues to attend professional development.
 - e. Output measures continue to show the amazing year over year percentage increases in usage and programming .
 - f. The Friends of the Library met on March 5th and approved a staff request for funding by Margie Walker for three local history/genealogy programs.
 - g. This week is the kickoff for the On The Same Page grant
- VI. Committee Reports:
 - a. Building Preservation Committee met on 2/8 following LBT meeting.
 - i. Notes from the walkthrough will be put together into an update regarding the cost for repair to the building, and the cost to move if the library needed to move its collections to another site. A meeting will be setup with the mayor to share this information.
 - b. Director Review Committee will meet 3/14 following this LBT meeting.
 - c. Finance Committee met on 2/29.
 - The proposed budget for FY2012-2013 was discussed. The budget will be almost the same as last year with a few moderate increases. Salary increases are for step increases and a few additional hours. The hours were given to a staff member in order to add a circulation/teen program assistant part time position. Another cost driver is the new maintenance contract, which is a bit over last year's budget. There will also be an increase in IT as the IT professionals will be onsite at the library more often. The final modest increase

made was to accommodate the amount a library budget must increase in order to follow the MAR (Massachusetts Appropriation Requirement) guidelines.

- The FY2012-2013 budget was discussed and a motion was made to approve the budget by Dunford and seconded by Buckley. The FY2012-2013 budget was approved unanimously.

VII. Unfinished Business: None at this time.

VIII. New Business:

- a. Jonathan Sherwood was assigned to join the Building Preservation and Maintenance Committee.
- b. A plant was delivered by Kimball to Michaela for condolences.
- c. Letter to the editor was published in February about our great library, it was written and submitted by Kimball on behalf of the LBT.

IX. Other: None at this time.

X. Adjourn: There being no further business, Sheridan moved and Buckley seconded a motion to adjourn. The motion was approved unanimously at 7:17pm.