Amesbury Public Library Board of Trustees  
Newburyport Five Cent Savings Bank  
Wednesday, November 9, 2011

Members Present: Ward, Sherwood, Dunford, Kimball, Sheridan, Merrill, Buckley and Pressley

I. Call to Order: 7:00 p.m.
II. Secretary’s Minutes (10/11) accepted unanimously on a motion by Kimball, Sheridan second.
III. Budget Report: Expenditures are on track. Trend total is slightly below target for percent of year. Discussed materials expense report.
IV. Communications:
   a. Sheridan provided an update from the recent MVLC Legislative Breakfast.
V. Director’s Report: Library will be hosting a Senior Tax Workoff Program participant starting this month. A job description has been developed for program participants and has been shared with the Council on Aging. The city has a new general cleaning contract starting this month, which will require some training and education for contractor. The library had very heavy utilization during the recent October snow storm/power outage event. Recent Acadian genealogy program was a big success, with requests for a repeat guest visit. Implementation of long-range preservation plan for special collections is progressing well. 61% increase in new patron registration and 57% increase in Overdrive downloads, compared to this month last year.
VI. Committee Reports
   a. None at this time
VII. Unfinished Business
   a. Holiday Staff Recognition: plans were made to have the Board send cards and small gift to Library staff, Ward coordinating.
   b. Update re: Board vacancy: No applications were received the recently vacated Board position. Chair Ward will request that the Municipal Council continue the joint meeting to fill this position until January, 2012.
VIII. Other
   a. There will be a Holiday Concert at the Library on 12/1/11, 6:00 p.m.

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