

Amesbury Public Library Board of Trustees

Amesbury Public Library
Wednesday, November 8, 2017

Members Present: Gail Browne – Chair (GB), James Sullivan (JS), Mary Dunford (MD), Laurie Cameron (LC), Brenda Rich (BR), Bethany Sullivan (BS), Stephen Dunford (SD)

Members Absent: Roger Deschenes (RD), Martha Jamison (MJ)

APL Director: Erin Matlin

Guest: Anne Campbell

I. Call to Order (by Gail Browne): 7:00pm

II. Secretary's Minutes (September 2017)

BS made a motion to accept the minutes as recorded. MD seconded the motion. Motion passed with SD abstaining due to absence.

III. Budget Report (September 2017)

State Aid figure now accounts for the cost of new blinds for the library (~\$3300).

IV. Communications (September 2017)

Chair reached out to Amesbury 350 committee about including a Trustee on the committee. SD is interested.

V. Director's Report

Dorothy Purdy has been officially installed as FT reference librarian.

Rugs to be cleaned Nov. 10. \$621 check ready.

Erin, Kim and Dorothy report excellent information from the NELA conference in Burlington, VT.

Patron Carol Finn continued her great volunteer work on the front exterior of the building.

VI. Committee Reports

None met last month. BS submitted charter for Library Improvement Task Force (attached)

VII. Unfinished Business

- A. Update on IT/Reference Vacancy: This job was split into a FT reference librarian position filled by Dorothy Purdy as described above, and the IT will be outsourced to the MBLC-approved IT contractor.
- B. Landscape estimates received (attached). Improvement Task Force to meet with Mountain Top? Library will wait until after Prom to begin landscape work.

VIII. New Business

- A. 2018 proposed closing dates (attached). SD made a motion to accept the dates with deletion of two TBA dates (November 24, December staff training). BR seconded. Motion passed unanimously.
- B. Public Library Association, American Library Association conferences: Director will provide more information next meeting. Hoping to send staff to one or both. Would require additional request in travel budget.

IX. Other

- A. Election results: BS, LC re-elected. Anne Campbell elected. Nicole Harry, Kate Curry elected with write-in votes. January meeting will include voting for new Trustees president, VP, secretary, as well as committee appointments.
- B. Chair has approved \$350 expenditure for Library space on Amesbury-Opoly game.
- C. Annual report (attached). Also attached: T-Mobile letter re: hotspots. Due to a "billing error," there will be a small monthly increase in payments.
- D. December 14: Seventh annual APL Cookie Walk. Last year, over \$500 raised.
- E. Staff holiday gifts: 13 staff members. \$20 each requested from Trustees.

X. Adjourn 8:05 – SD made a motion to adjourn, BD seconded. Motion passed unanimously. Next meeting December 13, 7pm.