

Amesbury Public Library Board of Trustees

Amesbury Public Library
Wednesday, June 13, 2018

Members present: Bethany Sullivan - Chair (BS), Laurie Cameron (LC), Gail Browne (GB), Mary Dunford (MD), Stephen Dunford (SD), Anne Campbell (AC), Nicole Harry (NH), Brenda Rich (BR), Kate Currie (KC)

Members Not in Attendance: None

APL Director: Erin Matlin

Presenter: Dorothy Purdy: Reference Librarian - Dorothy discussed her career and responsibilities as reference librarian.

I. Call to Order (by Bethany Sullivan): 7:01 pm

II. Secretary's Minutes (May 2018) - MD made motion to accept minutes as presented, GB seconded. Unanimous. KC abstained

Secretary's Minutes to discuss bids June 5, 2018: Correction to Stephen's name spelling. SD made motion to accept minutes, AC seconded. Unanimous, MD abstained.

III. Budget Report: Library Book line will be over by \$6,000

- Book line and other changes in increased pricing caused overages. Erin met with Jim the CFO, he is not concerned since it's a bottom lined budget.

IV. Communications: none

V. Director's Report: Discussed highlights in director's report. Erin may change formatting off the report she presents, more information to come.

VI. Committee Reports:

- Long Range Planning Committee: Reviewed achievements that have occurred since 11/9/2016 meeting. BR discussed highlights of minutes from the meeting on June 5, 2018.
- Director Review Committee: SD cleaned up the formatting on the Library Director - Annual Evaluation form. KC made a motion to approve the evaluation form as presented. MD seconded. Unanimous.

VII. Unfinished Business

A. FY19 Budget: The City Council approved the Mayor's budget presented to them at the City Council meeting on June 12, 2018. BS briefly spoke to the council in support of the library.

B. Bid Process Update (Computers/Servers): Review of the meetings on June 5th, June 7th and June 8th. BS, GB and SD met with Evan in the Mayor's office regarding awarding the bids. Erin notified Mayor's office that CommSat was awarded the bid. SD made a motion to table discussion until GB speaks with the Mayor at his office hours this Thursday, June 14th.

VIII. New Business

C. Policy Review: Materials Selection Policy: GB made a motion to table the policy, need more feedback from the staff.

D. Ceiling Issue in Main Room, Update: Geoff came into library on June 13 with Gene Mulligan, assistant city engineer. They looked at ceiling. They will come up with a scope of the work and share that with the City Engineer and will put out a bid and go from there. Geoff to keep Erin informed as process moves along. Meghan putting estimate together for Erin to store and move paintings.

IX. Other

A. 350th Update: Incorporation Day was a success.

X. Adjourn at 8:35 pm : SD made a motion to adjourn, NH seconded. Vote was unanimous.