

# Amesbury Public Library Board of Trustees

Newburyport Five Cents Savings Bank  
Wednesday, March 8, 2017

Members Present: James Sullivan (JS), Mary Dunford (MD), Laurie Cameron (LC),  
Brenda Rich (BR), Bethany Sullivan (BS), Stephen Dunford (SD), Martha Jamison (MJ)

Members Absent: Gail Browne – Chair (GB), Roger Deschenes (RD)

APL Director: Erin Matlin

- I. Call to Order (by James Sullivan): 7:03pm
- II. Secretary's Minutes (February 2017)  
Bethany Sullivan made a motion to accept the minutes as recorded from last month's meeting. Mary Dunford seconded the motion. Motion passed, with Martha Jamison and Stephen Dunford abstaining due to absence from last meeting.
- III. Budget Report (February 2017)  
Line item for Periodicals purchases is about to exceed budget (\$6000).
- IV. Communications (February 2017)  
None to report (Chair absent).
- V. Director's Report  
Two interviews conducted for Reference/IT position. Neither candidate qualified. Director will repost on various resources.  
  
Changing table has been installed in women's bathroom.  
  
DPW has book drop project in queue. Erin is gathering more information on book drops from other libraries: add a second, or replace with one larger model?  
  
A patron has requested the library purchase a subscription to the Boston Herald. Cost: \$332 by phone order or \$448 billed to the city of Amesbury. Director will research what other libraries pay, how to reduce cost.  
  
Kiwanis Club has expressed interest in the library joining. Trustees advise to decline.
- VI. Committee Reports
  - A. Preservation – attached.
  - B. Finance – attached. One correction: Amount for museum passes should read \$7,000.

Board still waiting for salary figures from the city. Without them, the Board won't be able to approve budget until April meeting.

Trustees suggest adding a line item request for maintenance. (Or increase line item for Other/Municipal Buildings Maintenance?)

- VII. Unfinished Business
  - A. Update on Job Vacancies: as noted above.
  - B. New ILS: on track for implementation.
  - C. Fines, updated policy: Chair emailed Mayor, will follow up.
  - D. Director will remind Amesbury police about walk-throughs (re: transient patrons)
  
- VIII. New Business
  - A. FY18 Budget: to be considered next meeting.
  - B. Long Range Plan Extension: review for April meeting.
  - C. State Aid Expenditures: Director will prepare a wish list for next meeting. Archivist Meghan Petersen has expense requests. MD made a motion to approve \$8000 (\$5000 conservation, \$800 storage vault, \$2100 date loggers) for preservation items. SD seconded the motion. Motion passed, with MJ abstaining.
  
- IX. Other
  
- X. Adjourn 8:03 – MD made a motion to adjourn, SD seconded. Motion carried unanimously. Next meeting April 12, 7pm.