

Amesbury Public Library Board of Trustees

Newburyport Five Cents Savings Bank
Wednesday, June 14, 2017

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

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

APL Director: Erin Matlin

- I. Call to Order (by James Sullivan): 7:03pm
- II. Secretary's Minutes (May 2017)
Laurie Cameron made a motion to accept the minutes as recorded from Wednesday May 10. Bethany Sullivan seconded the motion. Motion passed unanimously.
- III. Budget Report (May 2017)
At City Council meeting Tuesday June 13, APL FY18 budget was approved with no issues.

Library may need to request two special warrants for late invoices for FY17. Director received chair's approval (under \$1000) to purchase a few new pieces of furniture from IKEA out of State Aid.
- IV. Communications (May 2017)
Email chain with Evan Kenney regarding lost item fine money is ongoing.
- V. Director's Report
Four candidates for IT reference position interviewed. The job was offered to a candidate from Maine, but he declined, citing salary/benefits. Second candidate has not yet supplied references. A third candidate, who interviewed by Skype, lives in Arizona but has family here and would like to move back. Director has asked for his references. Also exploring the possibility of outsourcing the position temporarily.

New AC units have been delivered. Need to schedule Jeff from Public Works for installation.

New ILS interface: library has had a few complaints, adjustments ongoing.
- VI. Committee Reports
Preservation Committee to meet at 5:30pm on June 21st at the library.

Long Range Planning Committee will determine a meeting date for July.

- VII. Unfinished Business
 - A. Update on Job Vacancies: as noted above.
 - B. New ILS (Integrated Library System): Staff is working on more training for subs.
 - C. Lost Item Funds: see communications.
 - D. FY18 Budget: as discussed.
 - E. Rug Update: Rugs are in and look great.

- VIII. New Business
 - Mary Dunford raised the issue of overcrowding at Junior Promenade. Trustees will reach out to prom committee and appropriate faculty members to discuss ideas to cordon off the bushes and gardens or otherwise ensure the preservation of the grounds.

- IX. Other
 - A. November Elections: five 4-year terms are open. Director will post to Facebook about the openings.

- X. Adjourn 7:42 – Bethany Sullivan made a motion to adjourn, Mary Dunford seconded. Motion passed unanimously. Next meeting July 12, 7pm. (Erin will be on vacation.)