

Amesbury Public Library Board of Trustees

Newburyport Five Cent Savings Bank

Wednesday, June 12, 2013

Members Present: Gail Browne, Laura Buckley, Roger Deschenes, Philip Merrill, Peter Sheridan, Jonathan Sherwood, Jane Ward

- I. Call to Order: 7:05pm
- II. Secretary's Minutes
 - a. Last month's minutes (5/2013) were accepted unanimously on a motion to accept by Ward, Merrill second.
- III. Budget Report: Budget Report submitted and reviewed.
 - a. Budget Report was reviewed and discussed. It is a bottom line budget and is right on track to zero out by 6/30, then the new fiscal year begins July 1st. Any money needed to finish out the yearly budget will be supplemented by state aid or gift account.
- IV. Communications:
 - a. No new communications were received for the LBT via email or mail.
- V. Director's Report: Review Director's Report reviewed and discussed
 - a. As reported last month, the Teen Assistant position remains unfilled, and will remain so until FY2014 budget is approved. A new IT Librarian position is in the FY 2014 Library's proposed budget.
 - b. Building Maintenance update includes setting up and installing air conditioners and dehumidifiers, and cleaning of glass panels in the children's room which are in need of repair hopefully in the new fiscal year. Also the HVAC in the local history storage room project has gone out to bid and will be funded through the large donation from last year for improvements to special collections.
 - c. Programs and Service Highlights include "On The Same Page" has completed with great community involvement and support, there is already interest in next year's topic. Children's week activities were well received, and the Readers Are Leader Program (collaboration between the 2 elementary schools and the library) wrapped up in May with 178 participants and 890 books read. Other well attended programs are the local history, Genealogy, and Greenscapes 101.
 - d. Professional Development and library monthly staff meetings are ongoing.
 - e. Output and Measures Highlights, reference assistance numbers continue to grow every month, while other outputs and measures have remained stable.
- VI. Committee Reports:
 - a. Director Review Committee meeting will be meeting to plan and implement the director review in August.
- VII. Unfinished Business:
 - a. Budget Process FY2014, the Library Budget was reviewed by the Municipal Council on June 3rd and on June 10th the Finance Committee recommended the library budget as submitted by the mayor. The City Council will hold its Budget Public Hearing on Tuesday,

June 18, 2013. The library budget for FY2014 has an increase of 2 ½ % over FY2013, 2% of which is staff increases.

- b. Fall Elections, 6 of the 9 Library Trustees will be up for re-election in November. The last day to pull papers is July 26th, with a July 30th due date. There are 5 4-year terms and one 2-year term on the ballot in November.

VIII. New Business: None

IX. Other: None.

X. Adjourn: There being no further business, Merrill moved and Sherwood seconded a motion to adjourn. The motion was approved unanimously at 7:50pm.