

Amesbury Public Library Board of Trustees

Newburyport Five Cents Savings Bank
Wednesday, September 13, 2016

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

Members Not in Attendance: none

APL Director: Erin Matlin
APL Assistant Director: Kim Butler
City Councilor Matt Einson

- I. Call to Order (by Gail Browne): 7:01pm
- II. Secretary's Minutes (May 2016)
Mary Dunford made a motion to accept the minutes from last month's meeting, Brenda Rich seconded the motion. Motion passed (Laurie Cameron abstained as a new member).
- III. Budget Report
 - A. New magazine racks on order, low cost (\$300 range).
 - B. Technology plan will be forthcoming, depending on new hire.
- IV. Communications
 - A. Received an email from Carolyn Jordan thanking the board, and asking to keep her in mind for future vacancies.
 - B. Received a thank you note from library staff for Crave gift card.
 - C. Gail Browne attended the Friends of the Library meeting to inform them of the upcoming grant round and tonight's Rosemary Waltos visit.
 - D. Friends of the Library Flatbread fundraiser set for September 20.
 - E. New open meeting law training session offered in Brockton October 13.
- V. Director's Report (attached separately). Highlights:
 - A. Dorothy Purdy will move from Childrens to Reference desk.
 - B. 18, 20-hr positions are open in Childrens. Possibility of combining as one full-time position?
 - C. IT position has been posted internally, will be posted externally next week.
 - D. Davis painting has been restored and returned.
 - E. Summer reading programs were very successful in all departments.
 - F. Margie Walker's picture walk at the Riverwalk has drawn some nice attention.
- VI. Committee Reports
Director Evaluation: will be distributed.

- VII. Unfinished Business
- A. Budget FY16 and FY17: no issues.
 - B. Program Policy: passed and updated.
 - C. Fireball Run: 10,000 people expected. Main Street will be shut down by 10am. Roger Deschenes made a motion to close the library on October 1, Mary Dunford seconded. Motion passed unanimously.
- VIII. New Business
- Presentation by Rosemary Waltos (MBLC, Building Grant Specialist)
- * Grant program has been in existence 30 years, has served 400 public and public/private libraries in Mass.
 - * Funding comes from bond authorizations. In 2008, \$100 million was approved, with 30 libraries approved to get grants.
 - * In 2014, Gov. Patrick approved \$150 million. The 2016-17 grant round is underway.
 - * Funds are for major capital improvement (“whole building”) projects, which include new buildings, additions or renovations to current buildings and converting an existing building into a new library.
 - * Grants are apportioned each year; over the last four, approximately \$20M has been awarded each year.
 - * MBLC covers 40-45% of “eligible costs.”
 - * Two types of grants: planning and design grant and construction grant
 - * Planning and Design: preparing for the construction grant round. Library establishes a feasibility or space-planning committee, and engages the community.
 - * Over the most recent grant round, roughly \$50,000 was awarded to recipients for Planning and Design. Some seek local match.
 - * When design is complete, architects have submitted site plan, floor plan, cut-throughs, artist renderings.
 - * Cost estimate prepared by an independent cost estimator. Grants are based on that estimate, about 45-50% of eligible costs.
- IX. Other
- A. Erin Matlin found documentation on Charles Davis paintings.
 - B. Committees: Preservation, Long-Range Planning should meet by end of year. Laurie Cameron will be appointed to Preservation Committee.
- X. Adjourn 8:46 – Stephen Dunford made a motion to adjourn, Bethany Sullivan seconded. Vote unanimous.