

AMESBURY PUBLIC LIBRARY
Board of Trustees
May 13, 2009

Call to Order: 7:04 pm

Members Present: Sydney Baily-Gould, Laura Buckley, Ann Iacobucci, Johanna Kimball, David Oxtan, Jane Ward, Sue Zielinski

Absent: Mary Dunford, Christine Johnson

Library Staff Present: Katie McDonough

Visitors: None

Communications: None

Secretary's Minutes: Minutes of the April 8 & 24, 2009 meetings were accepted as amended on a motion by Oxtan, second by Kimball.

Budget Report (FY 09-Apr 2009): On file.

Gift Report (April 2009): None

Director's Report: On file. McDonough added that while in budget talks with the mayor's office, an additional \$815.00 savings was identified in the budget by dropping the fax line (\$50.) and noting a \$765. lower custodial fee. The \$815. should have been added back to the budget in another area in order to meet the MAR, but did not due to an oversight. McDonough reported that, therefore, an incorrect budget had been presented to the Council for their budget hearings. Board members were concerned about how this discrepancy would be made up during the year in order for the library to meet the MAR, and tasked Baily-Gould with writing a letter to the mayor for an answer to that question.

McDonough also noted that there is currently a bill before the legislature calling for a waiver of the MAR during the economic downturn. The proposed bill is intended to provide a limited period of relief to communities.

Committee Reports: Nothing to report.

Unfinished Business:

Reduction in hours or services: Baily-Gould asked McDonough if the reduction in hours made a noticeable difference. McDonough replied that she saw a significant difference in staff's ability to get shelving, tasks, and services done,

and that the new hours are working well. She added that the book drop is full on Monday, but processing the books is being done well by on duty staff. Currently there are between three and four staff members at work on the closed Mondays. No complaints have been noted.

Update from LB on Trustee Orientation Packet: Buckley had nothing to report at this time.

Mission Statement for PR Committee: The proposed mission statement for the newly created committee reads:

The Public Relations Committee works collaboratively with library public relations staff to create, implement, and support a communication network that will positively project the image of the Amesbury Public Library and its programs within the community. The Committee will also develop these strategies collaboratively with the Board as a whole as all Trustees work to advocate for the value of the library and promote the library's services. To effectively promote the library as an information and cultural center, the Committee will reach out to all local and regional media outlets, community business and civic groups, our consortium, and library patrons.

Mission statement was approved on a motion by Kimball, second by Zielinski. Motion passed unanimously.

Review/Prioritize Goals FY09: Baily-Gould noted that both the PR Committee goal and the review of mission statements goal have been met. She asked McDonough about the Board's goal of monitoring progress on the vault. McDonough reported that the library is waiting to hear about a \$2500. preservation survey. This grant pays for a consultant to come in, review the current facilities, then make an assessment of our preservation needs. McDonough estimated that she would know about the grant award by July.

Baily-Gould stated that past estimates for improving the vault showed the project might be extremely costly. McDonough explained also that this preservation survey grant would open the door to other grants for such a project. These, she said, might provide a stop gap measure for preservation until the town gets a library addition and improved facilities. In the meantime, she added, Merrimac seems content with the arrangement of holding our historic items.

Baily-Gould moved on to the staff support goal. She noted the two events in November and February, and asked if we should now be considering a third. She suggested a breakfast. McDonough noted that Thursdays are good days for such events. The Board decided to hold the next staff appreciation breakfast on Thursday, June 11, the day after our next scheduled Board meeting. Trustees signed up to provide various items.

New Business:

Protocol for Dissemination of Information to Trustees: Item tabled until the June 2009 meeting.

Sale of Swartz House: Baily-Gould reported that she emailed the mayor about the sale of the Swartz property on School Street, with a reminder about the property's importance in any future library expansion project. She read the mayor's reply in which he stated the house and land might be too costly for the town to consider. Baily-Gould said she would find out the property's list price. Trustees agreed the Board could better discuss purchase of the property with the mayor with that information in place.

Gates Summit: Ward reported on the broadband summit she attended with Patty DiTullio. She stated that the purpose of the Gates summit was to inform Massachusetts' library staff and supporters that Massachusetts has been identified as one of seven states with inadequate broadband internet connectivity. The Gates Foundation is offering grants to both the MBLC and individual Massachusetts libraries in order to correct the inadequacy. The second day of the summit was spent creating an ideal scenario that MBLC would then use as a template for writing their grant proposal. In the second round, individual libraries will then be able to rely on information in the statewide proposal when writing their own grants.

Meeting adjourned at 8:34 pm.

Respectfully submitted,

Jane Ward
Secretary