

**AMESBURY PUBLIC LIBRARY**  
**Board of Trustees**  
**October 8, 2008-amended minutes**

**Call to Order: 7:04 pm**

**Members Present:** Sydney Baily-Gould, Laura Buckley, Mary Dunford, Ann Iacobucci, Christine Johnson, Johanna Kimball, David Oxton, Jane Ward, Sue Zielinski

**Library Staff Present:** Katie McDonough, Patty DiTullio

**Absent:** None

**Visitors:** Nancy George, Mary Larnard

**Communications:** None

**Secretary's Minutes:** Minutes of the September 10, 2008 meeting were accepted on a motion by Buckley, second by Kimball.

**Budget Report (FY 09 - October 3, 2008):** Accepted on a motion by Buckley, second by Kimball.

**Gift Report :** Iacobucci stated that a gift of books given to the library by her did not appear on this month's book list. Buckley noted that the book title appears on the new book list instead. McDonough said that she would check with Laurie Pierce regarding the omission. Gift report accepted on a motion by Kimball, second by Buckley.

**New Book List:** Accepted on a motion by Dunford, second by Ward.

**Director's Report:** Report on file.

**Committee Reports:**

**Long Range Planning:** Nothing to report.

**Finance Committee:** Nothing to report.

**Historic Preservation:** Nothing to report.

**House Maintenance:** Nothing to report.

### **Unfinished Business**

**Staff Appreciation:** Trustees may drop off food and decorations either tonight after the trustees' meeting, or tomorrow prior to the lunch set up.

**Library Building Program:** McDonough supplied a copy of her email to Municipal Councilors Dunford, Ferguson and Sherwood. She stated that alternate sources of funding for the update to the building study program are under consideration if the Town's free cash is tight.

Iacobucci suggested the idea of a raffle to raise money for the update in order to relieve taxpayer burden. She suggested that selling raffle tickets for an item such as a flat screen TV could be arranged in conjunction with the Friends of the Library's fundraising mission. Mary Larnard reminded the trustees that raising money in that way and for this particular purpose did not meet the Friends' mission of fundraising to support programming. Zielinski agreed that Iacobucci had a good goal but also noted that if it turns out to be difficult to obtain \$5000.00 for the update then perhaps we are moving in the wrong direction altogether. Johnson suggested that trustees may look to the trust funds as an alternate source of funding. DiTullio suggested tabling the discussion for a month and McDonough would supply trust fund information for next month's meeting.

**Security Issues:** McDonough reported that there was an attempted break-in at the library, resulting in a damaged back door lock. Police were called and investigated the scene.

She also reported that some patrons who were not necessarily violating the Patron Behavior Policy were nonetheless making staff uncomfortable, most often in the evenings. McDonough spoke with the Mayor's office and the police department, and the police department agreed to do a walk through between 8:15 and 8:30 in the evenings.

## **New Business:**

**Equal Access update:** DiTullio presented the results of the focus group polling that was made possible by the Equal Access Libraries Grant Program. The goal of the grant program is to reach non-users by making the library relevant to them while partnering with other town agencies. She stated that the library will use its \$5000.00 financial award to provide ongoing outreach and develop new services for patrons based on the data she collected. New programming will begin in January and end in June, and will include recreational, educational and ESL offerings.

**Library Programs/Request for Accommodation:** DiTullio noted that one intended result of the Equal Access Grant is to get more people into the library, although the library's accessibility issues present a challenge to holding programs in the building.

McDonough added that she consulted with MBLC, NMRLS, and Town counsel for guidance about how to handle the issue of accommodation. In addition, DiTullio researched how other states and their libraries handled similar accessibility and accommodation issues. As a result, McDonough and DiTullio crafted a statement which lets handicapped patrons know that while the library is not accessible, an accommodation would be made if they would like to attend an event.

Johnson asked what such an accommodation might mean for the event. McDonough replied that an event would be rescheduled in order to relocate the event to an accessible site outside of the library. Johnson made a motion to approve the Library Programs Request for Accommodation, Oxtan seconded. Motion passed unanimously.

**Board Meeting Minutes on the APL Website:** Ward reported that it was brought to her attention that residents had inquired about putting Trustee Meeting minutes on the library's website. DiTullio said that the secretary could send her the minutes file and she could add them to the website. The Board agreed that posting the minutes for easier public access was a good idea.

## **Other:**

Buckley provided a draft of Trustees Goals that resulted from the summer's NMRLS training session. She noted that there might be other goals the Board could consider. Baily-Gould suggested reviewing the goals and putting the item back on the agenda in November.

Laurie Pierce submitted a memo from Billie McLane, AES teacher, requesting funding

through the Stanley Fund for the AES school field trip to see the play “How the Grinch Stole Christmas.” McLane stated that “to help reduce the financial burden of this trip, we are seeking support from a variety of local organizations.” She requested \$279.00 in financial support from the trust fund. DiTullio reminded Trustees that the Stanley Fund was established to provide money for “outings or excursions to the poor children, and their parents, of the town.”

Buckley referred to the memo and noted that 10 children in the class are on the free or reduced lunch program at AES. She also noted that the cost per child is \$36.00 for the event. She stated that to follow the fund requirements the money should be used to support these students rather than spread among all students to reduce the cost of every ticket.

After discussion, Buckley made a motion to approve giving \$360.00 from the Stanley Fund to the field trip, contributing \$36.00 for each of the 10 students on the free or reduced lunch program, with the stipulation that those ten students go for free. Dunford seconded. Motion passed with eight votes, one abstention.

Meeting adjourned at 8:21 pm.

Respectfully submitted,

Jane Ward  
Secretary