

## Amesbury Public Library Board of Trustees

Newburyport Five Cent Savings Bank

Wednesday, February 13, 2013

Members Present: Gail Browne, Laura Buckley, Mary Dunford, Peter Sheridan, Jonathan Sherwood

- I. Call to Order: 7:02pm
- II. Secretary's Minutes
  - a. Last month's minutes (1/2013) were accepted unanimously on a motion to accept by Dunford, Buckley second.
- III. Budget Report: Budget Report submitted and reviewed.
  - a. Budget Report was reviewed and discussed, and it was noted that the budget is perfectly on track, and that the next installment of State Aid of approximately \$7000 will be received in April.
- IV. Communications:
  - a. No new communications were received for the LBT via email.
  - b. A notice soliciting Library Trustees to attend a workshop was received.
- V. Director's Report: Review Director's Report reviewed and discussed
  - a. The part time teen librarian has resigned, the library will now be looking for someone to fill that position. For FY14 there is a staff need for a Librarian that also has IT experience to help with increasing reference and IT needs. Staff development and meetings are ongoing.
  - b. Building Maintenance update included the new quiet study area which is now open to patrons, repairs to a fallen lamppost in the front of the library, and the library director continues to identify facility issues for consideration to the City's Capital Improvement Plan. A spring cleanup is planned with perhaps volunteers from Philips Exeter joining in to help.
  - c. Programs and Service Highlights include "On The Same Page" which will start with publicity in March and programming in April and May. The book chosen is In The Heart of the Sea: the Tragedy of the Whaleship Essex by Nathaniel Philbrick. On the libraries home page the staff developed an active Pinterest board. There is a new "Staff Picks" display at the library which is popular, and the programming for various age groups continue with high attendance.
  - d. Output and Measures Highlights include evidence that the library is a highly used city asset with foot traffic of between 1200-1500 people per week coming through the building.
  - e. Friends of the Library update includes news that the President and Vice President will be resigning this spring. Their board will meet in March to discuss transition plans.
- VI. Committee Reports:
  - a. No new reports at this time. A finance committee meeting will be scheduled before March's LBT meeting.
- VII. Unfinished Business:
  - a. None.

VIII. New Business:

- a. Eric Gregoire, the Chief of Staff for the Mayors Office since November, introduced himself and attended the full LBT meeting.

IX. Other: None.

X. Adjourn: There being no further business, Buckley moved and Dunford seconded a motion to adjourn. The motion was approved unanimously at 7:37pm.