

## **Amesbury Public Library Board of Trustees**

Newburyport Five Cent Savings Bank

Wednesday, June 13, 2012

Members Present: Gail Browne, Laura Buckley, Mary Dunford, Johanna Kimball, David Pressley, Jonathan Sherwood

- I. Call to Order: 7:11pm
- II. Secretary's Minutes
  - a. Last month's minutes (5/2012) were accepted unanimously on a motion to accept with corrections to the meeting date by Dunford, Sherwood second.
- III. Budget Report: Budget Report submitted and reviewed.
  - a. 2012 Budget Report – actuals on target to spend the whole budget by the end of the fiscal year. Some overages (staff development, equipment maintenance specifically IT) were taken out of underages in travel and salary.
  - b. Update on FY 2013 Proposal – The FY2012-2013 Library budget was presented to the Municipal Council Finance Committee by Patty DiTullio on 5/24/2012 and the proposed budget was recommended as submitted. The Municipal Council Public Hearing is set for 6/19/2012 at 7pm in the City Hall Auditorium.
- IV. Communications:
  - a. The Library Trustees email account had only one new email which was a Thank You from the constituent to which we had corresponded as per last month's meeting notes.
- V. Director's Report: Review Director's Report reviewed and discussed
  - a. For Building Maintenance a clear UV film was installed on all the first floor windows.
  - b. The library has acquired the ScanPro microfilm viewer and scanner which will provide digital access to the microfilm collection.
  - c. The "On The Same Page" series will wrap up in June. It was very successful, getting great feedback and community involvement. The book and program were popular with home schoolers and will be on the high school summer reading list.
  - d. The mobile version of the new library website is up and running.
  - e. State Rep Tierney visited with the local non-profit, Best Foot Forward. He will try to help the Library and the local non-profit Best Foot Forward receive some ARRA money to combine resources in order to provide integrated services to their clientele.
  - f. The circulation desk has seen an increase in demand for computer time.
  - g. The Library Friends had an increase in new membership in May.
- VI. Committee Reports:
  - a. Building Preservation and Maintenance Committee met following last month's LBT meeting and reported that they sent a memo to the mayor and requested a meeting with him in July.
  - b. Director Review will bring their evaluation tool to the July LBT meeting and will tentatively meet on August 8<sup>th</sup> with Patty DiTullio.
- VII. Unfinished Business:

- a. Trustee bylaw, Article IV, Section 1 was discussed. Sherwood made a motion to change it from 10 to 11 meeting per year to be more inline with the Municipal Council schedule. Pressley seconded the motion and it was approved unanimously.

VIII. New Business:

- a. LBT reviewed the progress report of FY12 long range plan objectives and found that all of the objectives were met except for the volunteer plan. We will move the volunteer plan to the FY2013 plan, which is already well underway with some of the objective already met.

IX. Other:

- a. There was a discussion about the MVLC online about how it doesn't work very effectively. Now that the MVLC, NOBLE, and CWMARS have joined together we should see more improvements to the site.

X. Adjourn: There being no further business, Dunford moved and Pressley seconded a motion to adjourn. The motion was approved unanimously at 7:59pm.