

Amesbury Public Library Board of Trustees

Newburyport Five Cent Savings Bank

Wednesday, November 9, 2011

Members Present: Ward, Sherwood, Dunford, Kimball, Sheridan, Merrill, Buckley and Pressley

- I. Call to Order: 7:00 p.m.
- II. Secretary's Minutes (10/11) accepted unanimously on a motion by Kimball, Sheridan second.
- III. Budget Report: Expenditures are on track. Trend total is slightly below target for percent of year. Discussed materials expense report.
- IV. Communications:
 - a. Sheridan provided an update from the recent MVLC Legislative Breakfast.
- V. Director's Report: Library will be hosting a Senior Tax Workoff Program participant starting this month. A job description has been developed for program participants and has been shared with the Council on Aging. The city has a new general cleaning contract starting this month, which will require some training and education for contractor. The library had very heavy utilization during the recent October snow storm/power outage event. Recent Acadian genealogy program was a big success, with requests for a repeat guest visit. Implementation of long-range preservation plan for special collections is progressing well. 61% increase in new patron registration and 57% increase in Overdrive downloads, compared to this month last year.
- VI. Committee Reports
 - a. None at this time
- VII. Unfinished Business
 - a. Holiday Staff Recognition: plans were made to have the Board send cards and small gift to Library staff, Ward coordinating.
 - b. Update re: Board vacancy: No applications were received the recently vacated Board position. Chair Ward will request that the Municipal Council continue the joint meeting to fill this position until January, 2012.
- VIII. Other
 - a. There will be a Holiday Concert at the Library on 12/1/11, 6:00 p.m.

There being no further business, Buckley moved and Dunford seconded a motion to adjourn. The motion was approved unanimously at 7:29 p.m.