

Amesbury Public Library Board of Trustees

*Newburyport Five Cents Savings Bank
Wednesday, Mar 11, 2015*

Members Present: Mary Dunford-Chair (MD), Stephen Dunford (SD), Roger Deschenes (RD), Kristin ten Bensel (KtB), Gretchen Marinopoulos (GM), James Sullivan (JS), and Rebecca Jordan(RJ)

Absent: Gail Browne (GB), Laura Buckley (LB),

APL Director: Erin Matlin

- I. Call to Order (by Mary Dunford): 7:04 pm
 - Introduction of Theo Kontos
- II. Secretary Minutes – (February 2015)
 - Found an error in the January report. Gail Browne was listed on the Director Review which would have had five members and she was removed. The vote was 5 for and and two abstaining
- III. Budget Report
 - State Aid included. (Letter received and reports that the first installment for \$8,925.39 and is included in the State Aid of \$31,270.05. Erin will confirm that this is included in the April budget.
- IV. Communications
 - An email received from Roger Kramer asking about the vacancy, but he had missed the March 4th date.
 - The information on the upcoming November election was given
 - Letter from Cashman School for the Reading across America program. It was received too late to act upon but Cashman had enough volunteers.
- V. Director's Report
 - Attached
 - A boiler alarm has been inquired about to Cote Plumbing and he said that he cannot be added to the boiler but a temperature alarm for the room could be added. Erin will contact Cote Plumbing next week to facilitate the installation of the temperature alarm.
- VI. Committee Reports
 - New committees and membership will be e-mailed by the Chair to the City Clerk.
 - Finance Committee meetings gave its report a full Board .
- VII. Unfinished Business
 - Vault Update- Scheduled for the week of the 13 April and 16 and 17 the shelving will be installed. The week from the 13 April to the 17 April, the lower floor of the library will be closed.
 - State Aid – We did not spend the 15%. \$664,655 is the MAR
- VIII. New Business
 - Budget Report FY2016 - A discussion was held on the budget. The Meeting Minutes from the Finance Subcommittee were read. KtB, made a motion and seconded by GM to have a special meeting to discuss the budet This was

approved and a meeting was scheduled for Thursday March 19 at 7:00 (location TBD) was made. The Chair will find a location and post the meeting.

- Long Range Plan. – It was discussed that the LRP needs to be created..
- IX. Other - None
- X. Adjourn - RJ moved for adjournment. KtB seconded. Unanimous passed at 8:19.

Special Meeting of the combined Amesbury Municipal Council and the Amesbury Public Library Trustees March 10, 2015 held at the town hall.

The purpose of the meeting was to confirm Kristin ten Bensel to fill the a vacancy on the Amesbury Public Library Trustees. Ms. Kristin ten Bensel was the only applicant.

- The combined meeting was called to order at 7:07. There were 7 members of the Trustees (Mary Dunford-Chair (MD), Stephen Dunford (SD), Roger Deschenes (RD), Gretchen Marinopoulos (GM), James Sullivan (JS), Laura Buckley (LB), and Rebecca Jordan(RJ). Ms. Gail Browne had a excused absence.
- Ms. Kristin ten Bensel was asked to give a brief statement of why she wanted to be on the Trustees.
- A nomination was made by Mary Dunford and seconded by Councilor Sherwood for Ms. Kristin ten Bensel . A roll-call was made and the vote was unanimous.
- A motion to adjourn the special meeting was made and the combined meeting was adjourned at 7:11

Note - Ms. Kristin ten Bensel was sworn in at the City Clerk's office on Mar 11, 2015 and participated at the March 11 meeting.

Special Meeting of the Amesbury Public Library Trustees March 19, 2015, held at the Amesbury Library to discuss the budget

All Members Present: Mary Dunford-Chair (MD), Stephen Dunford (SD), Roger Deschenes (RD), Kristin ten Bensel (KtB), Gretchen Marinopoulos (GM), James Sullivan (JS), Gail Browne (GB), Laura Buckley (LB), and Rebecca Jordan(RJ)

- The meeting was called to order at 7:05
- The budget was discussed and it was decided that separate line items for Snow Removal and Ground Maintenance were added to the budget. It was decided to have \$3,000 for the Ground Maintenance and \$7,000 for the Snow Removal.
- After some discussion, it was motioned by Laura Buckley and seconded by Rebecca Jordan, that the Library Trustees would recommend \$804,085 as the Library Budget to the Mayor.
- A motion was made by Laura Buckley and seconded by Gretchen Marinopoulos to adjourn the special meeting and the meeting was adjourned at 7:53.