

Amesbury Public Library Board of Trustees

Newburyport Five Cents Savings Bank
Wednesday, January 13, 2016

Members Present: Mary Dunford – Chair (MD), Stephen Dunford (SD), Gail Browne (GB), Brenda Rich (BR), James Sullivan (JS), Rebecca Jordan (RJ), Roger Deschenes (RD)

Absent: None

Empty Positions: 2

In Attendance: Kristin ten Bensel, Katie Curry

APL Director: Erin Matlin

- I. Call to Order (by MD): 7:05pm
 - A. Officer Elections
 - JS nominated GB as president, SD seconded. Vote was unanimous.
 - RJ nominated RD as vice president, SJ seconded. Vote unanimous.
 - SD nominated JS as secretary, MD seconded. Vote unanimous.
 - B. Committee Assignments
 - Preservation: MD, RJ, GB, SD
 - Finance: RJ, JS, RD, MD
 - Long-range Planning: BR, RD, GB
 - Director Review: SD, JS, BR
- II. Secretary's Minutes (December 2015)
 - JS motioned, RJ seconded. Vote unanimous (RD, BR abstaining).
- III. Budget Report (posted separately)
 - Erin reported that staff salaries now beginning to appear in the figures.
 - Library will receive one more state aid payment in April. Travel expenses rising due to increased staff attendance at meeting and conferences: request an increase in next budget?
- IV. Communications
 - Bethany Sullivan expressed interest in a vacancy.
- V. Director's Report (posted separately)
 - Attached.
 - Children's room assistant replacement found: Allison Bartlett. (Was subbing.)
 - DPW removed table from boiler room. Snow shoveling has been outsourced.
- VI. Committee Reports
 - A. Preservation Committee
 - Attached. GB reported on Mayor's visit to see the holdings.

- VII. Unfinished Business
- A. Out-of-State Library Cards
Library has 11 out-of-state patrons, mostly from South Hampton. Erin Matlin reported that she received one email from a disappointed patron about the discontinuation.
Agreed: the library will offer the 11 “grandfathered” patrons a \$25 annual local use card and make the same available to South Hampton residents.
TBD: how to apply the funds collected. MD motioned to table the discussion until that is determined; SD seconded.
- VIII. New Business
- A. Friends Logo: No issue with similarity to APL logo.
B. Trustee Meeting Dates 2016: Agreed.
C. Capital Improvement Plan: Update
This spring: A/C units.
D. South Hampton students: Change policy?
Currently 26 students. South Hampton students attending Amesbury schools can request a library card with MVLC access, free of charge, to expire on the day of high school graduation. SD motioned to accept policy change, MD seconded. Vote was unanimous. Erin Matlin will address wording of the new policy.
- IX. Other
GB inquired about creating an ad-hoc committee for planning for a new library building. RJ recommended waiting until Board vacancies have been filled.
Erin Matlin reported receiving correspondence from a library in Ottawa asking about the library’s new charging station.
Erin’s due date is February 6. Assistant Library Director Kim Butler will attend February meeting in her absence.
Board needs to field a quorum at the February 9 City Council meeting to fill open seats on the Board.
- X. Adjourn 8:26 – MD moved to adjourn, SD seconded. Vote was unanimous.