

Amesbury Public Library Board of Trustees

Amesbury Public Library
Wednesday, October 11, 2017

Members Present: Gail Browne – Chair (GB), James Sullivan (JS), Mary Dunford (SD), Laurie Cameron (LC), Brenda Rich (BR), Bethany Sullivan (BS)

Members Absent: Roger Deschenes (RD), Stephen Dunford (MD), Martha Jamison (MJ)

APL Director: Erin Matlin
Archivist: Meghan Petersen
Guest: Christine Remus

I. Call to Order (by Gail Browne): 7:03pm

II. Secretary's Minutes (September 2017)

Laurie Cameron made a motion to accept the minutes as recorded. Brenda Rich seconded the motion. Motion passed with Mary Dunford abstaining due to absence.

III. Budget Report (September 2017)

Erin still hasn't heard from Jim in the Mayor's office about budget line item re: museum passes. Also, the consortium payment will be reflected on next budget statement.

IV. Communications (September 2017)

Chair heard from Nicole Harry, president of the Friends of the APL, re: encouraging all Trustees to join the Friends.

Erin reported that she came into work one morning to find visitors looking at first floor space for ADA-compliant bathroom. She informed the Mayor's staff that she would appreciate advance notice for such visits. Department head meeting scheduled for Friday (October 13).

V. Director's Report

Still unable to fill IT/reference position.

Patron Carol Finn has been volunteering to clear the front of the building.

Erin, Kim and Dorothy will be attending NELA conference in Burlington, VT October 22-24.

VI. Committee Reports

- A. Building Improvement Task Force: Bethany Sullivan selected as chair. Charter being developed. Task force will meet monthly through December.
 - 1. Landscaping update: see above note on patron volunteer.

2. Rugs cleaned: GB consents to expenditure (~\$600).

VII. Unfinished Business

- A. Update on IT/Reference Vacancy (Options): Union approved the change. Erin is set to post the position. 18-hr reference position would be vacant. Those funds would be used for Equitus, Jim has given Mayor's Office approval. Erin has spoken with Christine Letterman, Equitus co-owner. Dracut and Topsfield gave glowing recommendations. Trustees suggest documenting the breakout costs of Equitus expenditures – a line item for tracking purposes?
- B. Lost Item Funds: Breakdown attached. City councilors have been discussing. Director will continue to track, but the library will not pursue requesting funds from the city since they have been relatively low in recent years.
- C. 350th update: Stephen Dunford hopes to attend committee meetings. Archivist Meghan Petersen: Library's contribution will be Amesbury Eats: food culture in Amesbury. Two programs will be partly supported by committee, the rest will be independent. Planned for March: a hands-on cooking class at Kitchen Local. To be capped at 20 registrants. Chef Carolyn is open to running the program a second time or creating a series, depending on demand. Planned for May: 3 after-hours events, speaker series. First: author of "America Walks Into a Bar." Second: history of brewing, with Silvaticus participating. (Meghan is reaching out to Theresa McCullen, Smithsonian brewing historian.) Third after-hours event: A history of alcohol licensing in Amesbury. Also October 2018 will be Amesbury Eats Dine-Out month. All Amesbury Treasures have been asked to open on Sunday, May 27, the city's day of incorporation. Trustees' presence requested. 12-5pm?
- D. 2018 Staff Presentations: Erin wants to invite staff to do presentations for Trustees.
- E. Veterans Day Closing (November 10): Falls on a Saturday, so the library will be closed that day. According to union contract, if the library doesn't close Friday, staff has to be compensated for the day they would lose. (Schools and City Hall already scheduled to be closed Friday.) Erin proposes that the library close on Friday. BS made a motion to close Friday in preparation for Saturday holiday. MD seconded. Motion passed unanimously.

VIII. New Business

Prom Date 2018: Friday, May 18.

IX. Other

Amesbury 350 creating Amesbury-opoly game. Requesting that the library buy a property space for \$350 or a Chance card for \$25. Trustees would like to hear more from the committee about plans, other departments.

Elections: Ballot now online. Ann Campbell. Bethany Sullivan, Laurie Cameron. Christine Remus and James Sullivan expressed their interest in write-in candidacies.

- X. Adjourn 8:26 – LC made a motion to adjourn, BS seconded. Motion passed unanimously. Next meeting November 8, 7pm.