

Amesbury Public Library Board of Trustees
Amesbury Senior Center
Wednesday, July 10, 2019
7:00 PM

Members present: Bethany Sullivan - Chair (BS), Gail Browne - Vice Chair (GB), Laurie Cameron (LC), Mary Dunford (MD), Stephen Dunford (SD), Anne Campbell (AC), Brenda Rich (BR), Kate Currie (KC)

Members Not in Attendance: Nicole Harry

APL Director: Erin Matlin

I. Call to Order: at 7:04 by Bethany

II. Secretary's Minutes (Month/Year) - Gail motioned to accept minutes as presented, Kate seconded. Brenda, Stephen and Mary abstained.

III. Budget Report: Budget looks good. Over a little, Erin will have the final numbers next meeting. Erin paid out approximately \$500 from state aid to pay some overages.

A. New budget is in SoftRight.

B. Gift account from June was listed just under 58K and July is just over by \$200. Carrie at City Hall confirmed with Erin the \$5000 was deposited into the gift account but not reflected in the total. Erin will print out the account to see what the difference is and let the Board know.

IV. Communications: none

V. Director's Report:

A. Discussed vacant page position

B. City Dumpster, shared for Police, Fire, and Library, needs to be moved. It is currently being used by others to dump food and other items. DPW is working with Evan on moving it.

C. Erin had asked that the dehumidifier in the basement be fixed in 2017 and saw that the work order stated completed on the website but it has not been serviced. Geoff Cyr from DPW told Erin he will look into getting a replacement or have it fixed.

D. Erin received the invoices for the computers she was approved for \$4200 and it came out under at \$4,164.69.

VI. Committee Reports:

A. Gail reviewed the Preservation Committee minutes from June 25. She will forward them to trustees. The Front Door project is underway. Freddy Roman is working on the temporary doors offsite. Meghan Peterson spoke with Newburyport Daily News about the project. An article explaining the details and importance of the project was published this week.

VII. Unfinished Business

- A. Budget Closeout was discussed in Director's Report
- B. Front Doors Update was discussed during Committee Reports

VIII. New Business

- A. The city phone contractor, Rick, came in to the library to assess how and when the fax line will go in and what needs to be done to cleanup wiring. Erin will pass along the estimate.
- B. Institution of Savings mixer: 78 Attendees with \$10/attendee donation. Erin gave the \$780 donation to the Friends of the APL.
- C. Food For Fines is going on throughout July. Discussion about removing fines at some point in the future. Erin will research and get back to us with more detail at a later date.

IX. Other: Director Review Subcommittee met prior to this meeting. Another meeting will be scheduled to finish off the trustee evaluation, and Erin's review will take place 8/14/19.

X. Adjourn: Stephen made a motion to adjourn at 7:46. Kate seconded. Unanimous