

MINUTES

The Amherst Town Library Board of Trustees' Meeting

August 9, 2010

The meeting was called to order at 6:07 PM by Chairman, Don Holden. Also attending were Nancy Baker, Kathy Brundage, Bill Cassidy, Robin Julian, Dick Martini, Helen Rowe, and Library Director, Amy Lapointe.

VISITORS: Dwight Brew, BOS representative.

MINUTES: The minutes of June 21, 2010 were unanimously approved.

LIBRARY DIRECTOR'S REPORT:

- **Monthly statistics:** The statistics show a double digit increase for the second year in a row. (see attached)
- **Programming:** Summer reading programs are ending this week. 479 children signed up at the beginning of the summer. The storytime at Baboosic Lake has been very successful and the regularly scheduled storytimes at the Library have been well attended. The Adult programs featuring food and drink were also extremely well attended.
- **Carpet installation:** The new carpet downstairs will be installed during the week of August 16. Ultimate will work at night thereby eliminating the need to close the Children's Room. Trustees agreed that this was a very good plan. Amy and Nancy Baker will work on a poster listing the donators.
- **Personnel:** Amy presented Sarah Hydorn's name for approval as the new Head of Children's Services. Sarah has done storyhours during July and will begin on September 1. The Trustees voted unanimously to approve her appointment. Amy will introduce her to patrons at the barbecue.
- **Town:** The Town is beginning the wage and salary study. They hope to have the results by November to use in budget planning.
- **FOL:** The book sale is September 18 with set up beginning on September 16 and continuing on the 17th. Carlos worked with them on setting up the art display coordinating with the 250th celebration.
- **Fall Newsletter:** The newsletter is being worked on. Amy hopes it will be out early in September. It will be mailed directly to homes instead of using an insert in the *Amherst Citizen* however, part of the cost will be picked up by the FOL who will have space for their news included.
- **Policy updates:** Amy presented revised updates for the following policies; Meeting Room, Reference Services, and Interlibrary Loans. The Board unanimously approved the revised policies.
- **Parking:** A discussion was held concerning the continuing need for parking, especially for special programs. Don will send a letter to Bruce Berry asking for thoughts and suggestions from the DPW. He will cc both Gary Mcguire and Peter Lyon.

TREASURER'S REPORT: Dick reported that Ocean Bank is now People's United Bank. \$7300 was overspent on last year's budget on the Library side. This is due to the down payment for the

carpet having been made. Amy also commented that the wages and salary items were over and this was due to there being 27 pay periods as opposed to 26. Doug mentioned that the School goes 26 and a half pay periods each year since this is a two year cycle.

GIFTS: The Trustees unanimously accepted gifts totaling \$1250.48(see attached). This included money from the FOL for new lightweight tables and gifts in memory of Paul Brewster.

PROGRAMS: Kathy announced that the Boardman Concert will be Sunday, November 7, 2010. The program is **Music at Eden's Edge**. This is a chamber music ensemble consisting of violin, piano, viola and clarinet. The cost will be \$850.

TECHNOLOGY: Kathy explained QR codes which are beginning to show up through out the country. She showed us the QR code for our library. These are readable by scanners and smart phones and give information to the reader about the product, person, or service.

OLD BUSINESS: There was no old business.

NEW BUSINESS: There was no new business.

There being no further business the meeting adjourned at 7:45 PM.

Respectfully submitted,

Helen D. Rowe, Secretary

The next meeting will be held on **Monday, September 20, 2010.**

REMINDERS: Chinese night at our Sept. meeting. Bill Cassidy will pick up the food. Amy will invite Sarah Hydorn to come and meet the Trustees.

Don will send out a letter to Bruce Berry, ccing Gary Mcguire and Peter Lyon, concerning parking issues.