

AMESBURY PUBLIC LIBRARY
Board of Trustees
June 10, 2009

Call to Order: 7:05 pm

Members Present: Sydney Baily-Gould, Mary Dunford, Johanna Kimball, David Oxtan, Jane Ward, Sue Zielinski

Absent: Laura Buckley, Christine Johnson

Library Staff Present: Katie McDonough, Patty DiTullio

Visitors: Stephen Dunford

Communications: Baily-Gould reported that Iacobucci resigned from the Board of Trustees earlier in the day, with her resignation to be effective immediately.

Secretary's Minutes: Minutes of the May 13, 2009 meeting accepted on a motion by Kimball, second by Oxtan.

Budget Report (FY 09-May 2009): on file.

Gift Report (May 2009) : Mary and Stephen Dunford donated seasons 5 and 6 of ER on DVD to the library.

Director's Report: on file.

Committee Reports: nothing to report.

Unfinished Business:

Update from LB on Trustee Orientation Packet: tabled until September.

Sale of Swartz house: Kimball informed the Board about her meeting with Mayor Kezer, Joe Fahey, Kendra Amaral, Sydney Baily-Gould and Patty DiTullio. She reported that the property currently had two offers pending. The mayor, she said, is not interested in purchasing the Swartz property at this time because library building study has not yet determined what, if any, new property will be needed for any future building program. The mayor also said that the Town couldn't make a decision to purchase property that would not be developed until a future date.

Board members expressed gratitude to Kimball for calling the meeting with the mayor and exploring all possibilities regarding the purchase of the Swartz property.

Update on APL budget shortage: Ward stated that she emailed Mayor Kezer for an explanation of how the budget error that created a shortage for the APL would be corrected in the coming months. She read the mayor's emailed reply: "During the course of the fiscal year we will submit a transfer to the library budget an amount necessary to meet the MAR funding level." Councilor Stephen Dunford was present to explain that money can usually be transferred once in a while like this to cover miscalculations. McDonough stated that her reporting is due in October so the money transfer needs to happen in advance of that. Dunford made note of the timing.

New Business:

Protocol for Dissemination of Information to Trustees: tabled until September meeting.

Other Business:

Zielinski referred to the budget and asked about plans for increasing staffing. McDonough reminded the Board of the procedures for hiring to fill Town positions. She noted that laid off employees would be the first notified of openings, after which time the positions would be advertised in-house. After those two steps, she added, the positions could be publicly advertised. Zielinski asked what positions would be filled in the hiring process. McDonough replied that there are openings for two 18-hour library assistants and one 6-hour assistant. Zielinski asked how the new staffing levels would affect the library's hours of operations. McDonough replied that the library would reopen on Mondays with slight changes to the schedule. She offered the following as amended hours: Mon-Wed 10am-8pm, and Thu-Sat 10 am-5pm.

DiTullio gave an update about the library's Facebook page. She noted that new website design is coming, to possibly include online museum pass registration.

McDonough stated that the Gift Report coming in September's meeting packet would include reports from the months of June, July, and August.

David Oxtan agreed to be the Board's liaison to September's Friends of the Library meeting. Because of the Labor Day holiday, the Friends' meeting will take place on the second Monday of the month (9/14) rather than their usual first Monday. The Board will determine liaisons for the remainder of the year (Oct-Nov-Dec) at September's monthly meeting.

Meeting adjourned at 8:10 pm.
Respectfully submitted,

Jane Ward
Secretary