

Minutes of the Board of Trustees

The Town of Amherst and the Jones Library, Inc.

December 20, 2007

Jones Library's Trustees' Room

Present: Trustee Wang, Trustee Holland, Trustee Grose, Trustee Page, Trustee Turner, Trustee Greenbaum. Also Present: Library Director Bonnie Isman.

The meeting was called to order at 7:06 p.m.

Motion: To accept the Minutes of November 29, 2007 as written. Motion made by Ms. Page, second by Ms. Holland. Vote: 5 ayes, 1 abstention

Ms. Wang noted that an article in the newspaper said the trustees of the Forbes Library in Northampton do not have to post their meetings or follow the open meeting law.

Treasurer's Report. Ms. Holland talked of the November 30th invested funds balance of \$9 Million. It has increased since the same time period last year. Currently, the fund is at \$8.9 Million due to current decreases in the market.

Director's Report. Ms. Isman has made changes on the action plan which was discussed at the last meeting, on page 3, Goal 2. The Trustees wish to disseminate regular news stories starting in FY09. This action plan has been filed with the Board of Library Commissioners in Boston. Two current grant applications: ESL conversation circles, and an LSTA grant (might not be applied for). A third grant: A follow up on the Jewish Graphic Novel grant.

Discussion ensued of the possibility of an online newsletter. Ms. Turner thinks an online newsletter could be printed if someone took a couple of hours to copy and print it. Mr. Greenbaum advocating the Library's promoting its programs by means of a newsletter or news story. Ms. Turner spoke of a library that was open for 24 hours for events and fundraising. Ms. Page asked if the Trustees felt a monthly newsletter is deemed necessary. Ms. Turner did not feel a printed newsletter is effective. Ms. Wang observed that the discussion pointed out the need for a marketing or public relations campaign for the Library.

The Trustees asked Ms. Isman to ask the Friends if they would fund an information broadside for the January 31st meeting. Mr. Greenbaum suggested asking Scott Merzbach to report on the events and programs at the Jones Library. Mr. Greenbaum will contact Scott Merzbach. Ms. Turner volunteered to contact Noah Hoffman, the Amherst Bulletin editor. Ms. Page will write an article on the Children's Dept., Ms. Holland will write an article on the North Amherst Library.

Library holiday schedule:
Closed Dec. 24 and Dec. 25
Closed Jan. 1, open Mon. Dec. 31 at 1 p.m.

The energy alliance contractor has brought a proposal for changing the lighting in the Library. The large overhead light in the Trustees' Room costs 20 cents an hour in electricity. The current proposal will save 30,000 kwh next year. The proposed lights are 'pulse start high intensity kits.' There are T12 lights in the courtyard which will be retrofitted. The Library will pay 2/3 of the retrofitting with a three year payback.

Fine Revenue. Draft: Whereas, funding for the purchase of library materials comes from the Jones Library, Incorporated, which then become the property of the Board of Trustees of the Jones Library, Incorporated, and

Whereas, under the Amherst Town Government Act, Part 4.63, the Town Manager has no jurisdiction over the rental, use, maintenance, and repair of property which is under the control of the Library Trustees, except as requested by the Library Trustees,

Therefore, it is agreed that the receipts of fines generated by the use of library materials which are the property of Library will be considered revenues to the Jones Library, Incorporated beginning with the Fiscal Year 2009.

Motion To approve the exhibits policy. By Ann, second: Molly. Unanimous

Budget Guidelines.

A. The Town Manager will plan on known revenues only and he is restructuring Town departments. Ms. Holland reported that Jere Hochman of the schools, will present a long term "optimal services" budget. The size of the school's graduating classes are decreasing each year.

The Trustees told Ms. Isman to prepare a budget using A., B., and C.

By consensus, the Trustees asked Ms. Isman to prepare a status quo budget for consideration.

By consensus: to use state aid in the year it is awarded, i.e., use a quarter of state aid awarded for FY08 in FY08.

The Trustees agreed to try to spend 5.4% of the endowment in FY09.

The Trustees agreed to try to raise \$55,000 in annual fund contributions.

Motion: To instruct Ms. Isman to prepare a status quo budget. By Anita, second by Molly. Vote: Unanimous.

Motion: Moved that the Director present known revenues only in a budget to the Trustees. By Holland, second by Turner. Vote: 3 ayes, 3 opposed. Motion fails.,

BCG met last week. They have formed a blue ribbon committee to look for efficiencies in Town government finance. Ms. Holland reported that Jerry Weiss, Select Board, said there is no way for the public to address whether the schools are top heavy in administrators. Larry Shaffer said he will make sure the public's questions get to the blue ribbon committee.

Fundraising committee: Will meet on Jan. 16, 12 Noon in the Jones Lib. Trustees Rm
Personnel Board: No meeting

250th Committee: Tevis Kimball has been in touch with Adrian Terizzi of the 250th Committee. They are talking about celebrating the 50th anniversary of the Robert Frost Room. Bonnie and Tevis are trying to get the Library named as???

Ann Reported making a grid of events for the History Subcommittee of the 250th Committee. They are working with Hadley and working on the Robert Frost rededication.

Amherst Planning Together: Winding down. Molly has helped review the transportation chapter and it will go back to the consultants for revisions.

Burnett Gallery: The quality of art is great.

Friends of the Library: Met in December. Ms. Isman asked permission to buy a kindle so they voted \$400 for that.

Director's Review Committee: They are waiting for Bonnie to do self evaluation. Ms. Isman has to prepare the budget first.

Ms. Wang said, "Good work getting a notice in the NY Times." The Jones Library was mentioned in the real estate section.

Adjourned at 9:29 p.m.