



**The Jones Library, Inc.
Board of Trustees**

Wednesday, February 1, 2012
5-7pm
Large Meeting Room

AGENDA

- I. Call to Order/Attendance.
- II. Changes/Additions to Agenda.
- III. Approval of Minutes from Previous Meeting(s) (9-28-10; 10-15-10; 1-4-12). (5 minutes) *
- IV. Public Comment. (5 minutes)
- V. New England Capital – Fourth Quarter Report. (60 minutes) *
- VI. New Business. (5 minutes)
 - A. Trustee Representative to Amherst BID. *
 - B. FY2013 Annual Town Meeting Checklist. *
- VII. Committee Reports.
 - A. Budget (Gray, McKee, Wolff). (10 minutes)
 - i. Minutes (12-22-11; 1-26-12). *
 - ii. Proposed FY2013 Town Library Budget. *
 - iii. FY2011 Independent Auditor's Report (draft). *
 - iv. FY2011 Management Letter. *
 - v. FY2012 CPAC Report. *
 - vi. CPA Consultant Update.
 - vii. Adams and Westcott Trusts. *
 - B. Buildings and Facilities (Gray, Lewis). (10 minutes)
 - i. Minutes (12-6-11). *
 - ii. JCPC Requests. *
 1. Jones Library Safety Improvements.
 2. Generators for The Jones and North Amherst Branch Libraries.
 3. Self-Checkout Equipment.
 - C. Burnett Gallery (Lewis) - Minutes (1-3-12). (2.5 minutes) *

- D. Development (Lewis, McKee, Wolff). (10 minutes)
 - i. Minutes (11-8-11; 1-4-12; 1-30-12). *
 - ii. Annual Fund Drive.
 - iii. Plaques for Bequests and Memorial and Honor Gifts.
 - E. Personnel, Policy and Planning (Gray, Hoffman, Sarat). (2.5 minutes)
 - i. Minutes (10-28-11; 12-2-11). *
- VIII. Friends of The Jones Library System Report (Caputo). (5 minutes)
<http://www.friendsofthejones.org/>
- IX. Director's Report. * (5 minutes)
- X. Upcoming Meeting Dates/Times.
- A. Trustees – Wednesday, March 7, 2012; 5-7pm; Large Meeting Room.
 - B. Library Department Heads – Wednesday, February 15, 2012; 9:30am-12pm; Large Meeting Room.
 - C. Friends – Monday, February 6, 2012; 8:30am; Young Adult Room.
 - D. Proposed FY13 Town Library Budget Presentation (#1) to Finance Committee – Thursday, February 2, 2012; 7pm; Town Room.
 - E. “We Love Libraries” Check Presentation and Mystery Author Panel – Sunday, February 5, 2012; 2pm; Large Meeting Room.
 - F. Burnett Gallery – Tuesday, February 7, 2012; 7pm; Youth Biography Room.
 - G. BCG – Thursday, February 9, 2012; 8am; Town Room.
 - H. Monthly Town Manager Meeting – Thursday, February 9, 2012; 10am; Town Hall.
 - I. Budget Committee – Thursday, February 9, 2012; 1pm; Large Meeting Room.
 - J. “Four Towns Meeting” – Saturday, February 11, 2012.
 - K. All Staff Safety Meeting with Amherst Police department – Monday, February 13, 2012; 11am-1pm; Large Meeting Room.
 - L. Trustee Role Session – Tuesday, February 14, 2012; 9am-4pm; Large Meeting Room.
 - M. FY13 JCPC Library Proposal Presentation – Thursday, February 16, 2012; 9:30am; Town Room.
 - N. Budget Committee – Thursday, February 23, 2012; 1pm; Large Meeting Room.
 - O. Town Department Heads – Wednesday, February 29, 2012; 9am; Town Room.
 - P. Evergreen – March 2012.
 - Q. BCG – Thursday, March 1, 2012; 8am; Town Room.
 - R. Proposed FY13 Town Library Budget Presentation (#2) to Finance Committee – Thursday, March 8, 2012; 7pm; Town Room.
 - S. Amherst College Library Hosts Jones Library Department Heads – Monday, March 19, 2012; 10am.
 - T. BCG – Thursday, March 22, 2012; 8am; Town Room.
 - U. Proposed FY13 Town Library Budget Presentation (#3) to Finance Committee – Thursday, March 29, 2012; 7pm; Town Room.
 - V. Chamber of Commerce Breakfast – Wednesday, April 11, 2012; 7:15am; Lord Jeffery Inn.
 - W. “Dinner With Friends” – Saturday, April 14, 2012; UMass.
 - X. “World Book Night” – Monday, April 23, 2012.
 - Y. Town Meeting Begins – Monday, April 30, 2012; Amherst Middle School.