

Hamlin Public Library: Adventures Close to Home
Board of Trustees Minutes
May 4, 2011

Trustees Present: Beardsley, Brightly, Evans, Hungerford, Koester, Parker
Also Present: Kay Hughes-Dennett (Director), Tom Breslawski (Town Board Liaison), Lori Moses (Friends of Library President)

Call to Order: President Evans brought the meeting to order at 7:00 pm.

1. **Minutes:** It was moved by Parker and seconded by Hungerford to accept and approve the April meeting minutes as written. Passed.

2. **Financial Reports:** All bank account and CD's remain in effect. Current balances reflect 2 checks deposited. Two CD's were renewed. Hughes-Dennett distributed the register listing (of expenses incurred) and budget summary, which shows a \$4000 favorable balance. Parker moved and Koester seconded that both reports be accepted and pay the vouchers, including the Commons Fees of nearly \$4000, for payment (subject to amendment). Passed.

3. **Director's Report:** Hughes-Dennett distributed the Director's Report, which showed steady figures for

- borrower's using library items.
- transactions (card use).
- number of items taken out of library. Parker moved, Koester seconded to accept the Director's Report as written. Passed

4. **Old Business:**

Strategic Plan: After discussion about locations, renovations and grants, the following priorities were set for choosing the forward path for a new library site:

- Since the Town owns the Jacobs's property now, can a 7500 square foot library physically fit on the parcel?
 - ** If yes, then grants could be investigated for new construction.
 - ** If no, then must resume renovation possibilities at Noon property or plaza.
- Must approach Town Board in executive session on May 9.
- Lease renewal of Plaza will depend on how long Library must operate before new facility is available.

5. New Business: None

Liaison to Town Board: Tom Breslawski reported that the town took down the Jacob's house on the property newly acquired adjacent to the Town Hall. The Redman Road-Cook Road Water project was approved. There are 2 workshops on the Agriculture Protection Overlay.

Friends of Library : The profits from the Spaghetti Dinner fundraiser were published at \$1241. The Friends will be at the Wheel Fest for exposure and information. There will be a book sale in August.

6. Adjournment: It was moved by Parker and seconded by Koester to adjourn the meeting. Meeting was adjourned at 8:50.

Respectfully submitted,

Jeanne Brightly

- borrower's using library items.
- transactions (card use).
- number of items taken out of library. Parker moved, Koester seconded to accept the Director's Report as written. Passed

4. Old Business:

- Strategic Plan:** After discussion about locations, renovations and grants, the following priorities were set for choosing the forward path for a new library site:
- Since the Town owns the Jacobs's property now, can a 7500 square foot library physically fit on the parcel?
 - ** If yes, then grants could be investigated for new construction.
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April 2011			
		YTD 2011	YTD 2010
Circulation			
Charges	4,982	20,424	22,806
Renewals	1,019	4,281	4,387
Total	6,001	24,705	27,193
New Cards			
Adults	8	29	60
Juv	4	15	17
Precip	0	0	0
Restricted	1	3	7
YA	0	1	1
Temporary	0	0	0
Total	13	48	85
People Count			
	2,335	9,830	12,394
Books Purchased			
	204	910	974
Donations Added			
	28	75	167
Fines			
	\$420.70	\$2,453.83	\$1,792.24
Fax			
	\$98.60	\$426.50	\$374.39
Copier			
	\$103.60	\$291.55	\$242.75
Tape (or sheet)total			
	\$622.90	\$3,171.88	\$2,409.38
Cash Register total			
	\$597.87		

April Programs

Classes for Children

Munchkin Monday

April 4, 11, 18, 25

Thursday Night Story Time

April 7, 14, 21, 28

Kid's Craft Saturday

April 16

Adult Classes

Dye a Silk Scarf

Tuesday, April 12: 6-7pm

Knit/Crochet Group

Tuesday, April 9 and Saturday, April 26

May Programs

Children's Programs

Munchkin Monday

May 2, 9, 16

Thursday Night Story Time

May 5, 12, 19

Adult Programs

Knit/Crochet

Saturday, May 14 and Tuesday, May 24

Kid's Craft Saturday

May 21

Migration to CARL X-All libraries will close Thursday, May 26th at 9pm to start the CARL X migration. The library online patron catalog and all circulation functions will be unavailable during this time. Almost all libraries will open at their regular time on Tuesday, May 31. I anticipate working extra hours on Tuesday, the 31st to deal with the book drop from the weekend. In the past, the preplanning has worked like a charm and we encountered few significant problems. That said....

CARL X Training-Cheryl attended CARL X training at the Chili library on Wednesday, April 25. Roz Lipomi from Parma will be our official trainer.

Online payment of fines-Starting May 31, library card holders will be able to pay fines on the MCLS site www.libraryweb.org. The tentative idea is to distribute fines in proportion to our cost share formula, i.e.: by population served. Unless another idea surfaces, we will need to know how the money is used. Will we want a check issues to the library to be used as income and turned back to the town or would we want the fine money deducted from our cost share so the billed cost share would be reduced?

NYLA-Youth Services Section- Adrienne attended the statewide NYLA-YSS conference in Rochester on Friday, April 29. She said the conference was great and she learned a lot. I have a copy of her summary if you would like to read it.

NYS Construction Grants-We will need to let MCLS know very soon if we may be applying for a grant. The process has changed and the application is done online. I will have to attend a Webinar so the library will be eligible to apply.



Respectfully submitted,
Kay Hughes-Dennett, Library Director