

**Hamlin Public Library: Adventures Close to Home**  
**Board of Trustees Minutes**  
**Wednesday, September 1, 2010**

Trustees Present: Bott, Brightly, Evans, Hungerford, Miller, Parker & Plovanich.

Also Present: Kay Hughes-Dennett (Library Director) and Tom Breslawski (Liaison from Town Board)

**Call to Order:** President Bott called the meeting to order at 7:00 pm.

1. **Minutes:** Miller moved, Parker seconded, that we approve the minutes of the August 4, 2010 meeting as distributed. Passed.

2. **Financial Reports:** Hughes-Dennett reported.

Brightly moved, Evans seconded, that we receive the report and approve the vouchers as presented. Passed.

3. **Director's Report:** Hughes-Dennett presented her report. Attached.

Parker moved, Hungerford, seconded, that we accept the Library Director's report. Passed.

4. **Old Business:**

Strategic Plan Reports:

a. Expansion of services to Senior Citizens: Hughes-Dennett will be talking to seniors now that the summer program is over.

b. Review of Library Space: The Board will meet on Sept.21 to discuss this issue.

c. Library Investments: Board members signed the documents for Wells Fargo so Library Funds could be invested there.

## 5. New Business

- a. Library Board Report to Town: The Board reviewed the Power Point presentation and made some comments.
- b. 2011 Budget Proposal: Proposal was reviewed and suggestions made with the understanding that Hughes-Dennett and Bott would complete the proposal to present to the Town.
- c. Library Director: Bott announced that all paperwork has been completed for Hughes-Dennett to be authorized as Library Director I.
- d. Board Secretary: Miller moved, Evans seconded, that the Board elect Brightly as its Secretary beginning with the October meeting. Passed.

6. **Town Board Liaison Report**: Breslawski reported.

7. **Friends of the Library**. Jennejahn reported.

8. **Adjournment**: Miller moved, Parker seconded, at 8:52 that the meeting be adjourned. Passed.

Respectfully submitted,

Duane Miller

Hamlin Public Library  
Director's Report  
September 1, 2010

<b>August 2010</b>			
		<b>YTD 2010</b>	<b>YTD 2009</b>
<b>Circulation</b>			
Charges	6341	48,386	52046
Renewals	1415	9,464	5061
Total	7756	57,850	57107
<b>New Cards</b>			
Adults	13	94	115
Juv	5	40	40
Precip		1	
Restricted	1	10	11
YA		3	7
Temporary		0	7
Total	19	148	182
<b>People Count</b>			
	3,031	25,661	25,844
<b>Books Purchased</b>			
	138	1,600	1,025
<b>Donations Added</b>			
	46	280	298
<b>Fines</b>			
	\$614.03	\$4,188.46	\$4,002.11
<b>Fax</b>			
	\$51.45	\$705.14	\$541.15
<b>Copier</b>			
	\$91.00	\$612.10	\$242.85

**August Programs**

August 2-Munchkin Monday  
August 4-Driftwood Mobile/Wind Chime  
August 10-Professor Klutzo's H2O Variety show

**September Programs**

Munchkin Monday-September 20, 27  
Thursday Night Story Time-September 23, 30  
Kid's Craft Saturday-September 25  
Home Alone Safety Training-September 18  
Crochet and Knit Club-Call for date and time

**Outreach**-Every Monday I read to the Hamlin Recreation program after their lunch. It went as well as could be expected considering the age span.

**Ad Council**-I met with Shannon Struzik and Sara Schultz for the Library to see if they were on track. They said we were doing great in comparison to most non –profits

**Continuing education**-I attended a two session Excel class. I knew most of what they talked about but I still found out enough new things to make it worthwhile.

**Summer Reading**-The Library was very busy all summer long! We would have periodic quiet time but then we were blasted and crazy. Summer reading went well considering it was my first time developing the programming. Our numbers were very close to last year. Please see the attached sheet.

**2011 budget**-Please see the attached sheet.

**Presentation to the Town Board**-I will show the presentation at the end of the meeting so the Board can make any changes you feel necessary.

**Children's Librarian position**-Amy Holland ended up getting a second job offer at the Irondequoit-West Library. Adrienne Kirby will start as the Children's Librarian September 7<sup>th</sup>. Adrienne will prepare all the children's programs and I will present them.

Statistics will be emailed to you when I receive them and will be included on next month's report.

Respectfully submitted,

Kay Hughes-Dennett, Library Director