

Hamlin Library Board of Trustees
Meeting Minutes
June 5, 2013

Members in attendance: Karen Keck, Dan Emens, Sue Evans, Carolyn Hungerford, Bunnie Beardsley, Lori Moses – Friends of the Library,, Kay Hughes-Dennett – Librarian.

Meeting called to order at 7:04

Dane Emens motioned May minutes be approved, Carolyn seconded, motion carried.

1. Treasurer's report:

- No changed per Carolyn.

2. Director's report:

- Baker and Taylor double this month but shouldn't affect budget. Now forms showing country wide people counts. The actual counter is still erratic so we won't use.
- Dane made a motion to pay bills, seconded by Karen. Carried.
- We don't have the February minutes to turn in to town clerk, Dane thinks he has a copy and will pass it along to Kay.

Motion made to accept Treasurer and Director's report by Dane, seconded by Carolyn. Carried.

Dane did the posting for the trustee position and it has been posted per Karen. Carolyn will stop to see if there are any applications with the town clerk's office.

3. New library update:

- On June 3, 2013 we met with Matt Anderson, Tom Carpenter and Maria to discuss the bids process and the overall costs. They are saying 1.3 million to construct. The bids will be for 5 contracts to be posted on June 17 back July 2nd and opened with awards July 15th.
- Discussion held on construction costs, dates and Project manager were held.
- Carolyn will check with Chad about building permit.

4. Website update:

- Kay is working on it and should be ready by Monday.

5. General discussion:

- Regarding a possible committee to solicit community contributions. Sue may contact Nancy Martin as she has been most helpful.

6. Change of meeting date:

- Kay has requested due to a heavy work load that we change our meeting date to the last Wednesday of the month. It will usually be the fourth Wednesday except this July with the way the dates fall. Motion to change the meeting date by Carolyn Hungerford, seconded by Dane Emens. Carried. Next meeting will be July 31, 2013

7. Town audit:

- Tom Breslawski, Town Supervisor has suggested the library do an audit. We would like an instructional audit. The town's recent audit is now on line at the State Comptroller's website.

8. Friends of library:

- Lori Moses. Book sale, August 8, 9, and 10th. Books would be given to the public, but donations would be suggested as a fund raiser.

Dane Emens made a motion to adjourn, seconded by Carolyn Hungerford at 9:08. Carried.

Respectfully submitted

Bunnie Beardsley

Hamlin Public Library
 Director's Report
 June 5, 2013

May 2013			
		YTD 2013	YTD 2012
Circulation			
Charges	4,036	22,819	24,002
Renewals	961	5,515	5,027
Total	4,997	28,334	29,029
New Cards			
Adults	8	50	44
Juv	2	15	16
Precip	0	0	0
Restricted	0	2	0
YA	0	1	1
Temporary	0	0	1
Total	10	68	62
People Count			
	1,840	10,417	11,907
Items Purchased			
	220	912	994
Donations Added			
	10	69	155

Fines	\$407.90	\$2,773.10	\$2,863.98
Fax	\$75.50	\$465.20	\$336.75
Copier	\$59.15	\$352.96	\$428.10
Online Revenue	\$0.00		
Tape (or sheet)total	\$543.55	\$3,591.81	\$3,643.18
Cash Register total	\$543.60	\$3,611.63	\$3,652.50

May 6, 13

Thursday Night Story Time

May 2, 9, 16

Baby Story Time

May 8, 22

Craft Saturdays

May 11

May Programs for Adults

Card making with Tracy Muller

May 21

Tuesdays at 2 Book Club

May 21

Programs June for Children

Munchkin Monday Story Hour

June 24

Pete the Pirate: Digging for Treasure

June 25

Make a Gnome and His Home

June 26

Plants-to eat or not to eat

June 27

May Programs for Children

Munchkin Monday

Summer Reading-Summer Reading starts June 24. There will be children's, teens and adults reading programs. We have 22 programs set at this time with the possibility of adding 2 more programs for teens. We have bought most of the summer reading supplies and are getting ready to prepare programs

in advance of summer.

Library Board meeting minutes-We are caught up with 2012, both on the website and in the Town Clerk's office. We are ready to send the 2013 minutes to the website along with summer programming, Trustees/Liaison update and programming updates. I am missing the February minutes-if anyone can provide them, I would appreciate it.

St. John's-I will be reading to the children in St. John's summer day care program. The program theme is "dinosaurs." I have done this program every summer since I have been at Hamlin.

Adult Programs-There will be adult book club and the adult card classes continuing over the summer since they have been popular and the teacher is happy to do it.

NYS Annual Report for Libraries-I am almost finished with the report. I should submit it on Thursday if all goes well.

Respectfully submitted,

Kay Hughes-Dennett, Library Director