

Hamlin Public Library: Adventures Close to Home
Board of Trustees Minutes
June 1, 2011

Trustees Present: Beardsley, Brightly, Evans, Hungerford, Koester, Parker, Plovanich

Also Present: Kay Hughes-Dennett (Director), Tom Breslawski (Town Board Liaison)

Call to Order: President Evans brought the meeting to order at 7:03 pm.

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

2. **Financial Reports:** As Treasurer, Hungerford reported no changes from last month.

For the Financial Report, Hughes-Dennett distributed the register listing (of expenses incurred) and budget summary. The expenses are up because half the Monroe County Library System (MCLS) shared cost was presented in May (\$5337.90), which caused an unfavorable balance.

This situation should not persist because the book orders and second half of the MCLS charge will not be presented until the end of the year.

The Director also passed out a comparison for 2009, 2010 and YTD 2011 of the circulation, door count, transaction and card usage numbers.

Koester moved and Parker seconded to accept the Financial reports and authorize the vouchers be paid. Passed. 3.

Director's Report: Hughes-Dennett distributed the Director's Report. The decline in usage is suspected to be the result of increasing the hold fees, but it is anticipated that the numbers will rally in time.

The final draft of the 1-year MCLS contract was distributed. The Hamlin Public Library will see an increase of \$3141, which represents the 15% increase that was assessed county-wide, due to the decrease in funding from the city, county and state.

A policy is needed to address closing procedures when patrons are still in and around the library. Hughes-Dennett will research policies in place at other libraries within MCLS and nation-wide.

Koester moved, Parker seconded to accept the Director's Report as written. Passed.

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4. Old Business:

Strategic Plan: Since the Town of Hamlin has given the "OK" to proceed with plans to build a new library on the Jacob's property, it is necessary to

-develop firm blueprints of the building, and

-solidify the income stream above and beyond the endowment. Kerry Ivers, of Clark Patterson and Lee (CPL) will be contacted to define grant opportunities.

5. New Business: None

6. Liaison to Town Board: Tom Breslawski reported that the town passed an ordinance that there will be no overnight parking at municipal parking lots.

He also reminded that the Wheel Fest was scheduled for June 4 from 10 am-10pm.

7. Executive Session: It was moved by Parker and seconded by Koester to move into executive session.

Parker moved, Hungerford seconded to end the executive session.

7. Adjournment: It was moved by Koester and seconded by Beardsley to adjourn the meeting. Meeting was adjourned at 8:36.

Respectfully submitted,

Jeanne Brightly

Hamlin Public Library
Library Board of Trustees Meeting
6/1/11

May 2011			
		YTD 2011	YTD 2010
Circulation			
Charges	4,412	24,836	27,853
Renewals	925	5,206	5,489
Total	5,337	30,042	33,342
New Cards			
Adults	6	35	64
Juv	2	17	19
Precip	0	0	0
Restricted	1	4	7
YA	0	1	2
Temporary	0	0	0
Total	9	57	92
People Count			
	2,104	11,934	15,124
Books Purchased			
	194	1,104	1136
Donations Added			
	8	83	187
Fines			
	\$539.24	\$2,993.07	\$2,168.61
Fax			
	\$86.15	\$512.65	\$460.19
Copier			
	\$82.25	\$373.80	\$317.40
Tape (or sheet)total			
	\$707.64	\$3,879.52	\$2,946.20
Cash Register total			
	\$766.47	\$3,882.21	\$3,871.88

May Programs

Programs for Children

Munchkin Monday

May 2, 9, 16

Thursday Night Story Time

May 5, 12, 19

Kid's Craft Saturday

May 21

Adult Meetings/Programs

Crochet and Knit Club

May 14, May 24

Upcoming June Programs

Programs for Children

Munchkin Monday Story Hour

June 27

“It’s Magic of Course” with Ted Burzynski

June 27 at 2pm at the Town Hall

Origami

June 29

Adult Meetings/Programs

Crochet and Knit Club

June 11, June 28

MCLS Contract for 2012

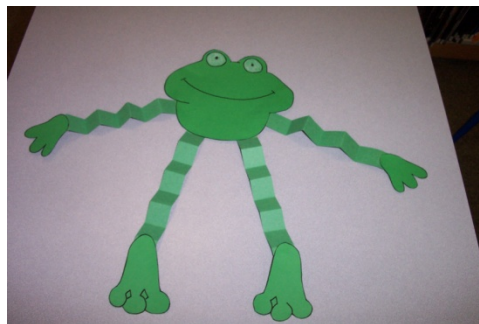
Please see the hand out for the contract for 2012. The actual cost share may change slightly due to the population numbers being preliminary. If possible you should vote on it tonight.

Unattended minors at closing time

I recommend the Board establishes a policy to help guide the staff in how they handle this issue.

Summer Reading Program

We are going to try doing the online registration that NYS provides. All the donation letters have been sent out and the donations are coming in. See the handout for the program we have set up.



Respectfully submitted,
Kay Hughes-Dennett, Library Director