

**HAMLIN PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING
OCTOBER 30, 2013**

Members in attendance: Sue Evans, Dane Emens. Carolyn Hungerford, Lara Schuler, Mark Ballerstein,
Karen Keck, Librarian Kay Hughes-Dennett, Town liaison Dave Rose. Absent, Bunnie Beardsley.

Meeting called to order at 7:00

September minutes approved with a motion by Dane Emens, seconded by Karen Keck. Carried.

1. Financial Report:

• Wells Fargo	\$ 542,843.67
• First Niagara	\$ 9.04
• Citizens Checking	\$ 26,432.95
• Citizens Building fund	\$ 419,640.69
• Special Projects Fund approx.	\$ <u>10,500.00</u>
Total	\$ 999,426.35

Motion to approve treasurer's report and vouchers equaling \$5,821.46 made by Dane Emens, seconded by Mark Ballerstein. Carried.

Director's report presented with special mention of how well the pumpkin painting went.

Motion to approve by Dane Emens, seconded by Karen Keck. Carried.

2. New Library:

- Building ad went in to paper today
- Plans should be ready by Friday. Bids will be opened on November 21, Thursday at 3 pm at Library
- Mark Ballerstein updated board on building bid.
- Mark Ballerstein moved to approve the resolution of CPL to the requirements of the October 17 proposal for redesign and construction phase fees of \$7500 plus fee on hourly basis if needed. Seconded by Dane Emens. Carried.
- Discussion took place on what the town is going to do and what the proposed fee might be.
- Need to set up testing services. Need 3 quotes. Mark will handle.
- Do we have a contract for geotechnical services?
- Foundation designs - Mark will contact.
- Need to update overall budget including furnishing, etc.
- Kay has had contact with Senator Robach and Hawley for hopefully possible additional funds. There is a possibility of having a joint board meeting with Senator Robach.
- Kay will call state to be sure that we have covered any loosed ends

3. Town Website:

- A bid announcement will be entered.

4. New Business

- None

5. Town Liaison

- Dave Rose reported the next town budget meeting will be November 7th at 7:30pm at the library.

6. Friends of the library:

- November 13th meeting will be election of officers.

Next meeting will be November 21 at 4pm

December meeting will be December 18th at 7pm

Motion to adjourn at 8:15 made by Dane Emens, seconded by Karen Keck. Carried.

Respectfully submitted,

Carolyn Hungerford

Hamlin Public Library
 Director's Report
 10/30/13

September 2013			
		YTD 2013	YTD 2012
Circulation			
Charges	4,015	42,280	45,391
Renewals	928	9,397	9,292
Total	4,943	51,677	54,683
New Cards			
Adults	4	92	103
Juv	1	25	35
Precip	0	1	1
Restricted	0	0	0
YA	0	2	4
Temporary	0	1	1
Total	5	121	144
People Count			
	1,914	19,937	21,994
Books Purchased			
	174	1,578	1,610
Donations Added			
	15	110	257
Fines			
	\$507.90	\$4,908.95	\$5,362.73
Fax			
	\$85.50	\$970.00	\$594.60
Copier			
	\$67.95	\$609.06	\$997.14
Online Revenue			
Tape (or sheet)total			
	\$662.40	\$6,584.43	\$6,954.47

Cash Register total	\$662.56	\$7,176.09	\$7,457.77
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Thursday Night Story Time

October 3, 10, 17, 24

Movies Day

October 14

Lego Club

October 5

Halloween Craft

October 12

October Children's Programs

Munchkin Monday

October 7, 14, 21, 28

October Adult Programs

Coupon Exchange

October 19

Tuesdays at 2 Book Discussion

October 15

November Children's Programs

Munchkin Monday

November 4, 11, 18, 25

Thursday Night Story Time

November 7, 14, 21

Movies Day

November 11

Lego Club

November 2

Thanksgiving Craft

November 9

November Adult Programs

Coupon Exchange

November 16

Tuesdays at 2 Book Discussions

November 19

Building Lease-Lee Larkin has contacted Tom Breslawski about the library project and the lease. Mr. Larkin's lawyer expressed his opinion that we should have a lease. What should be done?

Vouchers-The Town is using a new system for vouchers where the Finance Office receives the bills that we would drop off /stamps them with the date and then the person responsible for signing them would come in before the Town Board meeting and sign the vouchers. What do you think?

New Staff Member- We interviewed 4 excellent candidates for our part time clerk position. We will call references and hopefully decide by next week.

Pumpkin Painting-Carolyn and Charlie Hungerford approached Dave Leverenz about donating pumpkins. He donated 25 and the kids had a great time painting them. Thanks, Charlie. Carolyn and Mr. Leverenz!!



Respectfully submitted,

Kay Hughes-Dennett, Library Director