

Hamlin Public Library  
Board of Trustees  
April 13, 2013 Meeting

Members in attendance: D. Emens, K. Keck, M. Ballerstein, J. Brightly, B. Beardsley, K. Hughes Dennett, and D. Rose

Strategic Planning- M. Ballerstein explained the selection process for establishing priorities using the SWOT design. Those in attendance made their selections and the library staff along with patrons will be asked for input also.

Meeting called to order at 6:40 pm. Motion to accept last months minutes by K. Keck, seconded by J. Brightly. Carried

Financial Report:

Kay presented budget figures. M. Ballerstein made motion to approve, J. Brightly seconded, carried.

C Hungerford was absent but reported, no changes at this time.

Dane asked about the teenage program attendance. Young people attend especially if refreshments are served, which Susan is running.

Electronic sign, this item should be put out to bid per Mark. Next meeting 2 vendors will be coming to give a presentation including specs.

Kay also distributed the summer program..

Andy Ballerstein wants a mission statement by next meeting.

The Board proceeded to the computer section of the library to view the new map framing by Karen Blossom. Beautiful work with additional pieces to be completed.

Also the Conservation board will be giving away trees on April 23<sup>rd</sup> at the town hall. North Star History Center will be open to the public on Wednesday evenings from 7 – 9 pm.

Motion by J. Brightly to accept the director's report, seconded by K. Keck. Carried

M. Ballerstein made a motion authorizing Dane to sign the resolution for the NYS grant. Seconded by K. Keck, Carried. B. Beardsley will get it from Mark, type it up and send it to Kay to be put on library letterhead. We will get the finished copy from Kay for the trustees.

Policy on Conflict of Interest: we can use the one from the town board to meet the requirement for the state grant. Dave will send the updated version. Mark stated that we need to be sure we are aware of companies who could be (m.w.b.e) minority bidding that offer motive action clauses. N.Y.S. contract vs. bids.

Policies – MCL policies, Rochester library policies, we will need a list of what we want to create and

review. Kay will look into those libraries who have had audits and the results or corrections that needed to be made.

Staffing review – wait for C. Hungerford to return next month.

New Business: Mission statement next meeting. Continuing strategic planning.

No news on parking. Check with C. Hungerford on monies for that construction.

Blue Bird houses, Kay will check.

Dave Rose: the town board is updating the employees handbook. The town of Hamlin was selected as the 6<sup>th</sup> best town in the state as most affordable places to reside.

Motion to adjourn made by M. Ballerstein, seconded by J. Brightly, Carried at 8:08

Next meeting, May 4<sup>th</sup> at 6:30

Respectfully submitted

B. Beardsley  
May 1, 2016