

Hamlin Public Library
Board of Trustees
April 5, 2017 Monthly Meeting

Meeting called to order at 6:30 by D. Emens. Members in attendance P. Clark, C. Hungerford, D. Emens, K. Keck, J. Brightly, K. Hughes-Dennett, M. Ballerstein, D. Rose, B. Beardsley

Motion to accept March 2017 minutes, J. Brightly, seconded M. Ballerstein

Treasurers' report: Carolyn stated that the Library received the final payment of state funding from our grant. All bills have been paid. We have \$1,700 in state funding for the pine trees and will have Van Putte plant those trees. We do have funds for a sidewalk and the highway dept. will do that.

Kay's report for February and March. Expense sheets were distributed and reviewed. Motion by J. Brightly to accept and seconded by K. Keck

Motion to pay all bills for February and March by J. Brightly, seconded by P. Clark, carried. O'Connell bill still outstanding but we haven't heard from them at this time.

Director's report. Per Kay, people counter died again and will be repaired. Color copier got zapped again and that too will be repaired. The library is experiencing ants again. The board approved getting an estimate for spraying the outside of the building as well as exterminating the infested area. Also, looking into a maintenance contract per C. Hungerford and M. Ballerstein. Also in handouts were monthly statistics and programing information.

Strategic planning survey: 122 patrons responded and many were seniors. One suggestion was the library should have more large print books available. K.Keck suggested that a plan needs to be set up for the board to move forward. There will be a workshop at 6:30, Tuesday, May 16th at the library.

Re: staffing levels: no extra time for staff except for Susan with her spring programming.

Parking spaces are fine. There were some problems with shelving and replacement parts have now arrived.

The library is looking into a suggestion box for patrons.

We may need to institute a policy regarding the posting of fliers and use of bulletin board.

Policies: B. Beardsley distributed sections of the updated Hamlin Employee Handbook for the board to review, Also, a recommended polieies check list from the Handbook for Library Trustees.

Friends of Library: spaghetti dinner made about \$1,000. It was suggested next year we use social media to advertise the event. The Friends do need new members. Pass the word.

Liaison, Dave Rose: moratorium on Solar farms has been extended by the town board at this time. A public hearing will be held late in April. The position on the Conservation Board has been filled by Clark Mahaney.

Motion to adjourn at 7:45 by P. Clark, seconded by M. Ballerstein. Carried.

Respectfully submitted by B. Beardsley