

Hamlin Public Library  
Board of Trustees  
August 2018 monthly meeting

Members in attendance: Ch. Hungerford, K. Keck, M. Ballerstein, J. Brightly, P. Clark, C. Gates, D. Emens, B. Beardsley

Motion by M Ballerstein to accept July 2018 meeting minutes, seconded by K. Keck. Motion carried

Financial reports: Christine informed us about the problem when the power outage occurred causing the air conditioning unit to freeze up and then melt creating wet ceiling tiles and water leaking in the work room on the north side of the building. We need a 3 phase electric service to operate a balanced system. Carl Rath is coming in to move the fan switch to a reachable location. Clark Patterson send a cd of plans and specs and manuals. Mark will be reviewing these. Charlie and Mark will work together on this. This could run \$5,000 or more, also we do need a dehumidifier.

A standing resolution was made for vouchers to be paid. Board President and Treasurer to sign off on vouchers should the board not be able to meet. Motion by M. Ballerstein and seconded by J. Brightly to pay standard contractual items. Carried. Motion to approve and authorize vouchers to sign off for payment, M. Ballerstein, seconded by P. Clark. Carried.

Directors report: Summer reading program has been going great and this summer we have had over 1,000 people coming through the library each week. Extremely active summer program for all ages. M Ballerstein wanted to know where folks are coming from. Suggested using zip codes to give us some data. Christine would like to reduce the petty cash amount in the budget from \$300 to \$150. Motion made by C. Hungerford, seconded by J. Brightly, carried. Christine will spend down to the \$150.00 amount. Motion to accept Director's report, M Ballerstein and seconded by K. Keck. Carried.

Grants: nothing new.

Website working well.

Internet policy reviewed: Christine distributed the policy. Board read submission with questions. Wording was changed in a few instances. Christine will submit the policy to town attorney for review. Approval will be done after that review.  
Staffing working well.

Suggestion box: all positive with requesting more programming, including genealogy and travel.

Paid intern: many volunteers this summer so intern was not needed. Norm explained what to do when the opportunity arises. On August 15th the library will have a lunch to salute the volunteers.

Memorial Plaque in tribute for Trustee Carolyn Hungerford, this will be installed upon completion in a prominent place in the library. We are still getting prices along with the wording on the plaque. Please come with some thoughts on this. Board approved funding from our operating budget as we select bronze or aluminum.

Friends of the library made over \$700.00 from the book sale.

Town Liaison D. Rose, absent.

New Business: P. Clark suggesting Scout Joe Nettles do his Eagle Scout project for the Hamlin Library so he will pass the information on to Christine.

B. Beardsley nominated Charles Hungerford as the Board of Trustees new Treasurer, seconded by P. Clark. Carried. Need a resolution to email to Dane. Thank you Charlie. There are no changes in the treasurer's financials at this time.

M. Ballerstein thanked Librarian Christine Gates and staff for their successful summer programs. Many positive responses from the community and it is so appreciated.

Motion to adjourn at 7:18 pm by K. Keck, seconded by M Ballerstein. Carried.

Next meeting, Wednesday, September 5th at 6:30.

Respectfully submitted  
B. Beardsley