

Hamlin Public Library
Board of Trustees Meeting
March 9, 2016

Meeting called to order by Dane Emens at 6:40 pm.

Members in attendance: C Hungerford, K.Keck. D. Emens, M Ballerstein, B. Beardsley, Kay Hughes-Dennett.

Mark Ballerstein volunteered to chair the Strategic Planning project for the library or SWOT, which stands for strengths, weaknesses, opportunities and threats.

Motion was made by Mark to accept last months minutes, seconded by C.Hungerford, motion carried.

Financial Report: Kay distributed the monthly register. Kay and Sue will be sending in mileage sheets for reimbursement as they have not in the past. The board suggested that we monitor the mileage this year as it is an additional cost to expenses.,

Motion made by M. Ballerstein to accept the librarians' financial report, seconded by K. Keck, motion approved.

C. Hungerford's Treasurers' report the new program, "Defiant Monkeys" will be paid out of the donation fund.

The \$15,000 Robach grant monies have been given a new account number for the town accounts and will be available probably by next month. We have \$646.00 for adult programming from New York State that has to be spent by June.

We will be receiving a printout from Norm as to where we are currently budget-wise.

Nothing new at this time on the \$100,000 SAM grant .

There is still \$12,000 in the capital building fund.

Motion to approve by M. Ballertein, seconded by K. Keck. Carried.

Director's Report: its' been very quiet for the past 3 months in all county libraries, including ours. There is a program at the library on March 17th at 7 pm., about Irish Dancing. Also, we have an adult coloring program coming up.

Motion to accept Director's report, K. Keck, seconded by M. Ballerstein. Carried.

Old Business:

Website - A. Ballerstein just sent samples to Kay for selection of coloring and fonts. Andy is ready to do a site map. Kay will pay him half at this time.

Nothing new on Policies.

Staff levels: Carolyn has worked on it and will meet with Kay on setting it up. Kay will also forward to Carolyn, her husband's layout for hours that he uses.

The town of Hamlin's employee handbook is being redone by town board.

Kay requested we look into getting a light for outside the service door on the north side of the building leading to the parking lot.

Friends of the Library: April 17th at VFW is the annual Spaghetti dinner, Door prizes are currently being secured.

Town Liaison: currently out of town. However, Mark's Pizza purchased the plaza where the old library was housed.

The trustees started formatting the strategic framework for April's meeting. The secretary will email the layout prior to the meeting for members to review.

Motion made by C. Hungerford to adjourn the March meeting, seconded by M. Ballerstein, motion carried with meeting adjourned at 8:36.

Respectfully submitted by
B. Beardsley
Secretary
April 7, 2016