

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING  
LAKE SHORE PUBLIC LIBRARY - February 21, 2017

PRESENT: Anita Metzger, Marianne Chiumento, Bob Kaiser, Jack Edson (Director)  
Guests: Nina Smeltz and Joe Lowry

Marianne Chiumento called the meeting to order at 6:00 PM. MINUTES - Bob Kaiser moved to accept the Minutes of the January 24, 2017 meeting. Anita Metzger seconded and the motion was passed.

PUBLIC COMMENT - Nina Smeltz was complimentary in saying that things look great at the Lake Shore Library. She wondered if some first lines from famous books could be added to the LSH walls like they were to the wall behind the desk at HPL? Jack indicated that this would not be a problem. Nina mentioned that she has called the Town of Hamburg Department of Public Works regarding the condition of the LSH parking area on Kennison.

Joe Lowry, a resident of Hamburg, owns RJR Engineering and operates in Springville. He is interested in becoming more involved with the library.

DIRECTOR'S REPORT - Jack E. presented the written report to the Trustees. He is still waiting for the last 10% of the grant money for the roof to give to the Town.

- The Kennison parking area (LSH) will be worked on in the spring.
- An Early Childhood survey will be conducted with the help of Dr. Tan, an Early Childhood Professor from Fredonia.
- Jack will ask if the Union St. parking lot sign can be raised. Joe Lowry will check into solar lights so the sign can be more visible at night.

TREASURER'S REPORT - Anita reported on the M&T Expansion Account and the fees that are charged if the accounts (checking and savings) fall below a certain amount. Once we receive the last 10% of grant money from the State, Jack will pay the Town and both of the Expansion accounts can be closed. Bob moved to put any remaining money, once the accounts have been closed, into the private accounts. Marianne seconded and the motion passed.

OLD BUSINESS - Secret Garden status: Don Witkowski, Hamburg Village administrator, is waiting to hear back from the NYS Dormitory Authority.

- Volunteer Reception - Anita and Marianne reported that this will be postponed until after an event(s). They met with Tammy Yekich, Donna Ludwig, and Jack E. to discuss the possibility of resurrecting a "Friends" group. An application to recruit members will be designed and an email will go out to all those who are currently on the Volunteer list and any others who express interest. Another meeting is scheduled for Friday, March 24 at 10 AM at HPL.
- Long Range Plan - Central's is 4 pages long and is a 5-year plan (2017-2021). Our group will consist of 8 people, with Joe Lowry agreeing to be part of the group. Jack will find a March date that is good for everyone and we will begin the process.
- Both libraries will receive \$500 from Central to be used for equipment. The \$500 for LSH will be put towards purchasing 2 upholstered chairs. The \$500 for HPL will be used for an outdoor garbage receptacle and other equipment.

NEW BUSINESS - Anita moved to accept the Whistleblower Policy, Chapter VIII Section 9, as stated in the B&ECPL Personnel Policies and Procedures Manual. Bob seconded and the motion passed. Jack reported that there are additional policies that we need to adopt. He will choose a different policy each month and send it to us ahead of the Trustee meeting.

EXECUTIVE SESSION - none

The next two meetings are scheduled for Tuesday, March 21st and Tuesday, April 18th at 6:00 PM at the Hamburg Public Library.

Bob moved to adjourn at 7:15 PM. Anita seconded and the motion passed.

Respectfully submitted,  
Marianne Chimento  
Secretary