

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING
HAMBURG LIBRARY – March, 25 2026

PRESENT: Cate Lee, Heather Jackson, Matt Bourke, Megan Comerford, Michelle Parker, and
Brian Hoth (Director)

ABSENT: None

Other Attendees: JoAnn Maciuba, Suzanne Davis, Mike LeMar, Drew Brown, Nicole Brown

Michelle called the meeting to order at **6:00 PM**.

MINUTES: The minutes were presented by Michelle, Cate moved to accept the Minutes of the February 18, 2026 meeting, Megan seconded, and the motion passed.

PUBLIC COMMENT:

Friends of the Library Updates (Made by JoAnn Maciuba)

- The recent book sale made \$845
- Remaining books will be picked up by Sustainable Books
- Year to date book sales at both branches have made \$3,590
- Expenditures were voted on by the board, which paid for chairs in the teen area at Hamburg and a couch and miscellaneous supplies for Lake Shore Branch
- Suzanne Davis, Mike LeMar (Treasurer) also in attendance

DIRECTOR'S REPORT:

See Reports Link on the Library website.

PRESIDENT'S REPORT:

Michelle reviewed and processed the normal correspondence.

TREASURER'S REPORT:

Heather presented the following:

- Heather has been getting trained/acclimated to treasurer responsibilities
- Expenses were routine the past two months with a few things to note:
 - New vacuums were purchased for both Hamburg and Lake Shore. We received reimbursement from the Friends of the Library for the Hamburg Library's youth furniture purchased from The Library Store. The Friends of the Library also agreed to purchase the winter reading prizes and furniture for the Lake Shore Library which has been ordered. Sales tax was paid in March. The Carnegie Grant was received and deposited in the savings account. Proceeds from Book Sale, Candy Sale and mugs for 1/22/2026 – 3/18/2026 totaled \$679.25.

Cate made the motion to approve the report, Matt seconded, and the motion passed.

OLD BUSINESS:

a. NYS Construction Grant

The new steel doors that were replaced in November at Lake Shore will be painted in the spring. Brian is awaiting a reply from the Town Engineering department about remaining items.

b. Funding for the Hamburg Public Library update

Brian has emailed the office and is still waiting to hear back.

c. Garden fence update

The fence near the parking lot entrance to the library has been knocked over by snow plow contractors from the neighboring property. The Town Legal Department is looking into the matter.

d. Phone System

Brian is waiting to hear back from the Town on updates, has also gotten quotes for updated phone system. Michelle recommended waiting to receive a response from the Town regarding a decision on funding the phone system.

e. Mural Project (Hamburg Library)

Drew Brown from Visit Buffalo presented. Visit Buffalo is proposing a neighborhood mural for the Hamburg Library, a modular tiled design. Visit Buffalo has gotten feedback on elements that make Hamburg unique, which would inform a custom mural. Visit Buffalo would do targeted promotions, social media, press release, etc., and would completely cover the \$16,000-\$20,000 cost. The mural would be on the side facing the street. There would be a proposed design to come to the Board. Visit Buffalo would cover maintenance for 5 years. There would be an opportunity for the community to contribute to painting. The Board agreed that no motion was necessary for the project to proceed for Town Board and other necessary approvals.

f. Painting Project (Hamburg Library)

Painting has been completed inside the building. The staff door will be repainted when the weather improves.

NEW BUSINESS:

a. Lake Shore Bank

Brian received a letter from the bank asking for the Library's business. Michelle asked if the bank would be less expensive, and if there would be benefit to switching banks.

b. Carnegie Grant

Michelle congratulated Brian on receiving the grant. Hamburg received a \$10,000 award from the Carnegie Foundation. Funds are planned to update the Children's area, which Nicole Brown explained the details of. Some of the existing children's tables will be removed.

c. Donations to Lake Shore Library

Donations in the amount of \$535 were made for children's programming in memory of a patron.

d. Approval of 2025 Report to the Community

The report is due on April 8th.

Cate made a motion to approve the report, Heather seconded, and the motion passed.

EXECUTIVE SESSION:

None

ADJOURNMENT:

Michelle adjourned the meeting at **6:48**.

The next meeting is scheduled for **Wednesday May 27, 2026 at 6:00 PM** at the Hamburg Public Library.

Respectfully submitted,

Matt Bourke