

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING

HAMBURG LIBRARY – February 18, 2020

PRESENT: Jack Connors, Anita Metzger, Joe Lowry, Michelle Parker, Sheree Hillman, Brian Hoth (Director)

ABSENT: N/A

Michelle Parker called the meeting to order at 6:01 PM. and roll was called.

MINUTES: Jack Connors moved to accept the Minutes of the December 2, 2019 meeting. Anita Metzger seconded, and the motion was passed.

PUBLIC COMMENT: Karen Hoak attended the meeting. She is the library liaison from the Town of Hamburg Board. She was happy about her assignment to the library and offered her help when needed. She plans on attending more meetings.

DIRECTOR’S REPORT: Brian Hoth presented his written report to the Trustees.

- Both libraries held their weekly preschool and lapsit programs in January and February with a total of 259 children and adults attending as of February 13th.
- Meeting rooms at both libraries are being utilized by the public.
- The Fowlers candy sales continue to generate revenue.
- The WNYLRC has asked that the Lake Shore branch host a library advocacy event with Senator Chris Jacobs on Thursday; February 20th @ 2:00PM.
- Promotional materials are emailed to public officials each month. Brian Hoth also reached out to the newest Board members Karen Hoak and Shawn Connelly; as well as, County Legislator John Gilmour.
- Brian Hoth attended the Kiwanis Club meetings in January and February.
- Currently working on a partnership with Gander RV (formerly Camping World) regarding a community outreach program called “Good Sam (Samaritan) Program”. Sean, our caretaker, used to work there and he put Brian in touch with the general manager. Brian would like to see if they would build a playhouse for us.
- On January 27th, Brian attended a Hamburg Holidays meeting where he discussed the Storytime held in December. The committee was very impressed with the activities that the library does and the number of attendees. The event originally started with 30 children and adults in attendance and has grown to 150.
- Dr. Holly Schreiber; director of education at Penn Dixie has offered as part of their community outreach initiative has offered to do two free programs for the Hamburg Public Library; on fossils and astronomy. Astronomy Night is scheduled for July 13th fro 9-10:00 PM and a children’s fossil program on October 17th at 1:00 PM.
- On February 6th, Laurie, Stephanie, and Brian attended Staff Census Training at Hamburg. Stephanie and Laurie are the point persons for everything census.
- On February 14th Stephanie and Brian attended a library advocacy meeting with Assemblyman Sean Ryan at the Gonzalez-Soto Branch where Brian spoke of the importance of increasing library construction grant money and literacy.

Hamburg

- Four prints by Thelma Winter were donated by Russ and Sue Bautista. The three smaller prints are hanging on pillars going up the ramp. The bigger print is in the hall.
- An email was received from Angelo Gangemi; a Boy Scout from Troop 509 (Hamburg United Methodist Church) about doing an Eagle Scout project.
- On January 17th Mike Randall performed his one-man show “Mark Twain Live!” to one hundred adults and children. Those who came commented on how much they enjoyed the show. There was also positive feedback on Facebook as well. Mike Randall and Friends program has been booked for July.
- On January 28th, a donation in the amount of \$104.25 was given to the Hamburg Library by the Zonta Club of Hamburg and Orchard Park in memory of Gail Sutton and Jennie Altes. Plaques were created and hung at the parking lot entrance. A presentation was made with several members in attendance. Marianne Chiumento, donated a separate check in the amount of \$50.00. The money will be used to purchase gardening and travel books. Book plates will also be inserted.

- On February one “Take Your Child to the Library” day was held with eighty two in attendance. There were giveaways, a drawing, and a craft table set up where the children made hearts for residents at Elderwood. Ashley and Laurie dropped off one hundred hearts to the residents on February 13th.
- On February 6, Brian conducted a library tour for a Daisy Troop including areas that the public doesn’t normally get to see. They were very excited. He read stories and had giveaways for them. Once again, there was positive feedback on Facebook.
- Sunday Screenings during February: “The Mighty Ducks” and “MegaMind”.
- Ashley did her monthly outreach programming at TLC Daycare and The Comfort Zone with thirty one attending.

Lakeshore

- Stephanie did outreach programming at EduKids on Fridays with sixty in attendance. She also dropped off promotional materials at Cloverbank Elementary.
- EduKids visited with 45 children and teachers.
- Other programs scheduled throughout December and January include:

January 18 th - Harry Potter Party	Attendance - 45
January 25 th - LEGO Club	Attendance -13
January 22 nd - Adult Craft Night	Attendance - 16
January 22 nd - Ukulele Club	Attendance - 4
January 27 th - Book Club	Attendance - 2
February 9 th - Cult Movie Double Feature	Attendance - 9
February 10 th - Cookbook Club	Attendance - 11
February 12 th - Ukulele Club	Attendance - 4

PRESIDENT’S REPORT:

There was nothing new to report.

TREASURER’S REPORT: The board reviewed the treasurer’s report.

OLD BUSINESS:

- Brian updated the board on the HVAC system at Lake Shore and advised that he will be following up with Mike Quinn as to the current status.
- Lake Shore building needs could be done by the Town Buildings and Grounds or by a state grant. Recently the wood grain contact paper was taken off and painted. Looking to get the carpeting in the meeting room and staff work area replaced. Also, the linoleum replaced with tile in the breakroom.
- Friend’s group update: Elections were held. Officers elected were: president, vice-president, and treasurer. They are still looking to fill secretary and historian. Their next meeting is scheduled for Monday, 2/24 @ 6PM at the Hamburg Library.
- Long Range Plan update: Anita Metzger moved to approve the long range plan and Joe Lowry seconded it. The motion was passed.

NEW BUSINESS

- Staff Development Day is scheduled for May 20th from 8:30-4:30 at the Central Library. Brian Hoth asked if both our branches could close for the day so that staff could attend. Sheree Hillman moved to approve closing the branches to attend and Jack Connors seconded the motion. The motion was passed.
- Bullet Aid was received courtesy of Assemblyman Sean Ryan in the amount of \$10,000. The library hopes to utilize it to get more storage in the building. They have reached out to get quotes. Anita Metzger mentioned that she is still interested in attaining a book drop at the Buffalo St. entrance so that walkers could utilize it without coming down

the slope. Brian Hoth doesn't think that would be a good idea due to the possibility of books being exposed to the elements if the drop was full and the difficulty in getting the unit emptied on holidays. Another wish is for new DVD shelving to help make them more accessible.

- There was an incident where a patron who utilized the library on a regular basis for printing was caught taking two fundraiser candy bars. Brian spoke to the patron who felt that it was a nonissue due to the amount of money that he spends on printing. It was explained that print fees do not justify the taking of the candy. The individual was banned for six months. He was afforded the opportunity to attend the monthly meeting but declined. He did however send a letter of apology. Michelle Parker questioned amending the ban to three months but Brian held firm on his decision.
- Jack Connors asked Karen Hoak about the Town selling off surplus properties to generate more revenue. She said that is true and is being looked into. Jack questioned if the lot adjacent to the Lake Shore Library is in jeopardy of being sold and was told that she was not sure but would look into. He mentioned that both the library and EduKids use it for various activities for the community and was wondering if Karen could make that known prior to it being sold off. Karen advised that she would pass the information on to the appropriate people.

EXECUTIVE SESSION: N/A

ADJOURNMENT: Anita Metzger moved to adjourn at 6:41 PM. Jack Connors seconded, and the motion passed.

The next meeting of the Hamburg Library Board of Trustees will take place on Tuesday, March 24th, 2020 at 6:00 PM at the Hamburg Library.

Respectfully submitted,

Sheree Hillman

