

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING

HAMBURG LIBRARY -February 16, 2021

Michelle Parker called the meeting to order at 6:04 PM.

PRESENT: Director Brian Hoth, Michelle Parker, Dr. Holly Schreiber, and Sheree Hillman

ABSENT: Anita Metzger

PUBLIC: Karen Hoak

MINUTES: Sheree Hillman moved to accept the Minutes of the last meeting. Dr. Holly Schreiber seconded, and the motion was passed.

PUBLIC COMMENT: N/A

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

Hamburg

- The Year in Review video that Ashley put together was well received by all who viewed it.
- Ashley and Stephanie are looking into scheduling performers for summer.
- The STEAM take & make crafts from Penn Dixie are going very well.
- The library received a \$2,000.00 donation.
- The Book Bundles have been extremely popular.
- Tracy is hosting a virtual interactive story hunt. It is a picture book from 1942 about bunnies.
- Ashley met with the Hamburg High School class who donated seeds.
- Hold fees have been eliminated.
- Blind date with a book is going well during February.
- Stephanie has joined the Committee for Health Information Awareness (CHIA) with the WNY Library Resource Council (WNYLRC).
- Stephanie, working with another librarian, submitted a program proposal for the New York State Library Association's (NYLA) upcoming fall conference.

Lakeshore

- Sean McSkimming (caretaker) installed floor tile in the breakroom at Lakeshore Library breakroom. The tile was excess from the expansion project at the Hamburg Library. Director Hoth said it looks very nice.

PRESIDENT'S REPORT:

- Per Michelle Parker, there was nothing to report.

TREASURER'S REPORT:

- Dr. Holly Schreiber presented the report. All transactions were routine. There were donations totaling \$723.45 from book and candy sales.

OLD BUSINESS:

- a. Update on HVAC system at Lake Shore-The work was completed in November and Director Hoth is working to get the proper paperwork in place. He hopes to complete the final grant report by the end of March.
- b. DVD shelving @ Hamburg-BGI Millworks started construction on 2/15/2021 to the library specs.
- c. Bylaws-have been put on hold until next month when we hope to have a full board again.
- d. Public Health Emergency Operations Plan (Declared Health Plan)-required by the state that each contracting library must have their own Plan. It was sent out for comments with a deadline of 2/26/21. The final plan must be in place by 4/1/21.

NEW BUSINESS:

- a. Board vacancy-The Hamburg Town Board will meet on Monday, February 22 and vote on the appointment of potential candidate, Cate Lee.

EXECUTIVE SESSION: N/A

ADJOURNMENT: Dr. Schreiber moved to adjourn the meeting, Sheree Hillman seconded the motion; motion was passed.

The next meeting of the Hamburg Public Library Board of Trustees will take place on Tuesday, March 23, 2021 at 6:00PM. Meeting location/format will be forthcoming

Respectfully  
submitted,

Sheree Hillman

