

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING

HAMBURG LIBRARY – January 19, 2021

PRESENT: Joe Lowry, Director Brian Hoth, Dr. Holly Schreiber, and Sheree Hillman

ABSENT: Michelle Parker and Anita Metzger

Joe Lowry called the meeting to order at 6:07 PM and role was called.

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.

- Both libraries reopened on January 4, 2021 and the response has been good. They are still offering curbside pickup
- The new modified library hours have been put into place at the Hamburg Library. Lake Shore's hours modified hours remain unchanged.

Hamburg

- On December 12th, Curbside with Santa was held with 123 children and adults participating.
- Catherine Konieczny, Penn Dixie's new director of science dropped off Take & Make crafts for children. The crafts promote STEAM activities and will be distributed the last week of January and February. It has been a huge success! The December crafts were gone by the end of that week.
- Book Bundles have been extremely popular.
- The library received \$935.00 in donations from patrons who realize that there was a financial impact from having been closed periodically throughout 2020 due to the pandemic.
- The library in partnership with Hamburg Holidays held a virtual storytime with Santa and Mrs. Claus. 123 children and parents attended.
- The library held a Santa Story Time with TLC Daycare with 19 kids in attendance.
- The library held a "Find Baby Yoda" virtual hunt via Facebook.

Lakeshore

- Lakeshore is working with North Collins, Julia B. Reinstein, and Town of Tonawanda to hold a joint Book club.

PRESIDENT'S REPORT:

- N/A Michelle was not present. Joe Lowry presided but had nothing to report.

TREASURER'S REPORT:

- Director Hoth presented the report to the board. All transactions were routine.

OLD BUSINESS:

- Brian updated the board on the HVAC system at Lake Shore and advised that it is complete. He is waiting for paperwork to complete so the library can receive the remaining 10% of the grant.
- Lake Shore's next project will be to address the parking lot.
- Director Hoth reported on the 3 bids he received for the DVD shelving. The low bidder was BGI Millworks in Lackawanna, NY. Sheree Hillman voted to approve, Dr. Schreiber seconded it, and the motion was passed.

NEW BUSINESS

- Election of the Officers:
Sheree Hillman made a motion to approve Dr. Schreiber as Treasurer, Dr. Schreiber seconded, and the motion was passed.
Motion to keep current offices:
Michelle Parker -President
Joe Lowry -Vice President
Sheree Hillman -Secretary
Dr. Schreiber made a motion to approve, Sheree Hillman seconded, and motion was passed.
Note: Jack Connors who was formerly the treasurer resigned from the board effective 12/31/2020.
- Reaffirmation of System-wide Personnel Policies:
Sheree Hillman moved to approve, Dr. Schreiber seconded, and it was approved.
- Adoption of Open Meeting Policy:
Dr. Schreiber moved to approve, Sheree Hillman seconded, and motion was passed.
- Adoption of Hamburg Public Library Micro-Cluster Plan:
Sheree Hillman moved to approve, Dr. Schreiber seconded, and the motion was passed.
- Declared Health Emergency Plan:
Director Hoth will submit a DRAFT to each of the union representatives from the CMU and Librarians' Association for comments by February 1, 2021. Once Director Hoth receives and adds any/all comments he will bring it to the board for review and adoption. The final Plan must be in place by April 1, 2021.
- Review the Bylaws:
The current Bylaws have not been updated in some time. It was discussed that we set up a committee to do so. It was agreed to table this until next month's meeting.

EXECUTIVE SESSION: N/A

ADJOURNMENT: Sheree Hillman moved to adjourn at 6:48 PM. Dr. Schreiber moved to second the motion, and the motion was passed.

The next meeting of the Hamburg Library Board of Trustees will take place on Tuesday, February 16, 2021 via Zoom.

Respectfully submitted,

Sheree Hillman,
Secretary

