

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING

HAMBURG LIBRARY – March 7, 2022

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

PRESENT: Director Brian Hoth, Michelle Parker, Dr. Holly Schreiber, and Sheree Hillman.
Not present were Anita Metzger and Cate Lee.

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

PUBLIC COMMENT: Megan Comerford our new Library Liaison for the Hamburg Town Board was present as was Carima El-behairy. Carima advised us that the Executive Library search was completed and that John Spears was hired to replace Mary Jean Jakubowski. He will begin his new position on April 11. She also made mention that the Chairman of the Board and herself will be going to a board meeting at every branch within the system. They will attend the May 2 session at the Hamburg Library and the July 11 session at the Lake Shore Library.

DIRECTOR'S REPORT: Director Brian Hoth presented his written report to the Trustees about several programs that went on throughout the month at both the Hamburg and Lake Shore libraries.

- Weekly and monthly take & makes for children and teens continue to be very popular at both libraries.
- A Red Cross Blood Drive was held on Monday, January 24 from 1:00-6:30 PM.
- Director Hoth wrote a letter of recommendation for Young Audiences of Western New York for a grant that they are pursuing for additional Erie Canal programming.
- The Hamburg Public Library continues to be a site for mobile office hours for Assemblymember Rivera. The next scheduled date is April 8th from 9-11:00 AM.
- On Saturday, January 15, Donald Ernst a Boy Scout with Troup 411 delivered his Eagle Scout Project to the Lake Shore Library. Donald made 2 sensory boards for both libraries. A picture was taken and sent to The Hamburg Sun for publication. It was also posted on Facebook. We are grateful for Donald and look forward to working with his troop on future projects.
- On Wednesday, January 26, Director Hoth was a judge for the Union Pleasant Elementary School's annual spelling bee.
- On Friday, February 4, Director Hoth attended a Library Advocacy meeting sponsored through WNYLRC, which included Senator Sean Ryan, Assemblymember's Johnathon Rivera and William Conrad. He spoke about the importance of adequately funding library construction aid.
- On Monday, February 7, Director Hoth met with Mike Bennet, from Buildings & Grounds, and Dave Carson, from IPL about the interior lighting at the Lake Shore Branch. This was done in hopes of pursuing a future construction grant.
- On Thursday, February 10, Board President Michelle Parker and Director Hoth met with Supervisor Randy Hoak and Councilperson Megan Comerford, the new library liaison, about rehabilitating the parking lot at Lake Shore and other building needs. Mr. Hoak was very receptive and appreciates the value of our libraries.
- On Wednesday, February 16, Director Hoth attended a Library Advocacy Day Prep training session sponsored by the New York Library Association (NYLA) ahead of Library Advocacy Day scheduled for Wednesday, March 2.
- Caretaker Sean McSkimming has been designated "Time Lord" after successfully repairing the antique clock.
- On Wednesday, February 23, a programming meeting was held with librarians Ashley Cassidy, Stephanie Molnar, Leslie Carr, and Library Associate Laurie Obrochta to discuss spring programming. They discussed adding Lego Club and going to live, in-person Cookbook clubs at both libraries.
- On Wednesday, March 2, Director Hoth and Donna Ludwig, president of the Friends of the Hamburg Public Library attended Library Advocacy Day virtually and met with an aid to Assemblymember Jon Rivera. Director Hoth spoke about the importance of increasing Library Construction Aid. Board President Michelle Parker met virtually with Senator Sean Ryan on Thursday, March 3.

- On Friday, March 4, Director Hoth attended the State of the Town address held by Supervisor Randy Hoak. The in-person event was held in Swan Hall at Hilbert College.

Hamburg

Library Associate Laurie Obrochta did a nice job creating displays for both Valentine's and Dr. Seuss/St. Patrick's Day.

The word was put out that the display case and table are available to groups/organizations. The Hamburg Garden Club approached him about reserving the table in June.

Director Hoth found some ledgers of historical significance related to the Hamburg Library and plans to display them in April in recognition of National Library Month.

Programs offered this month:

- **Sunday Screening-**

On Sunday, February 20 "Frozen II" was shown. There were 28 total in attendance. Miss Laurie suggested a themed basket as a giveaway. In order to be eligible to win, attendance was mandatory. Joey Aidala was the winner.

- **Story time w/Miss Laurie-**

Storytime resumed in January with some modifications. Two sessions with a limit of 30 participants each were offered in keeping with Covid-19 safety precautions. Registration was available online, with a separate registration for each week. Most were at or near capacity.

- **Phoebe the Reading Dog-**

Phoebe, a licensed therapy dog, visited in January. Children read stories to her every other Saturday. She was on vacation in February but will return in March.

- **Storytime with Smarty Pants Childcare-**

Librarian Ashley Cassidy visited the childcare center in January and February to conduct storytime with the 3 and 4 year old classes. She also continues to provide classroom collections of 25 books per box per month

- **New Daycare Relationship-**

In February, a representative of Creative Play Daycare in Getzville called to set up a classroom collection with the Hamburg Library since the library near the daycare was unable to do so.

- **Seed Share-**

Baker Creek Heirloom Seeds and Pase Seeds donated seeds. The seeds are being sorted into small packets of 10-15 seeds to be made available in the Seed Share. Since its inception, over 6,000 seed packets have been distributed.

- **Book Bundles-**

A year ago, the library began offering custom Book Bundles. Patrons submit a request through a Google form with information such as interests and age and Ashley then fills the request. To date, 54 requests have been filled.

- **Scavenger Hunts-**

Scavenger hunts in the children's area continue to be popular. In January, the Snowflake Scavenger Hunt was continued and 165 people participated. In February, it was a President's Scavenger Hunt in which 205 people participated. Senior Page Jayne Gannon assisted in identifying fun facts about the presidents.

- **TWOS-Day Contest-**

On 2/22/22, we offered a special contest to receive a gift certificate for two personal size 2-topping pizzas from Nino's Pizzeria. Those participating could: find a friend willing to dress up as your "twin" and email a photo of the two of them or stop in the library during business hours and have your photo taken. This option gave two extra entries. The winner was Tomi Shisler, with her young daughter.

- **Daisy Troop Tour-**

On Monday, February 7, Director Hoth conducted a behind-the-scenes tour to a local Daisy troop. Many received their first card that evening. Afterwards, they heard stories about responsibility and they each received a take & make craft.

- **Cookbook Club-**

Librarian Leslie Carr had moderated the Facebook Group for Virtual Cookbook Club. It is a place to discuss and share recipes. Patrons can also pick up a sample of the Spice of the Month at the library, to use at home and post in the group. There are currently 26 in the Facebook Group and eight samples of spices have been picked up.

- **Director's Book Club-**

Book Club was held on the third Friday in January and February. January's book was the "The Library Book" by Susan Olean and February's book was "The Vanishing Half" by Britt Bennett. There were 12 and 8 participants respectively.

- **Local Author Christina M. Abt-**

On Thursday, January 27, bestselling author Christina M Abt visited to discuss her new book "Money or Love, Internet Dating from the Far Side of 40" There were 4 patrons in attendance.

- **Spring Garden Maintenance-**

On Thursday, February 24, Master Gardener Lyn Chimera gave a presentation on preparing your home garden for spring with 8 people in attendance.

Lake Shore

Caretaker Sean McSkimming put together the new shelving unit that was purchased. It really helped to expand and improve the overall look of our collections.

Programs offered this month include:

- **Cookbook Club-**

Cookbook Club was held virtually on Monday, January 20 and Monday, February 14 with 3 attendees each. Recipes were chosen from Jamie Oliver's website in January and Disney's website in February. It will be back to in-person in April

- **Adult Craft Night-**

Librarian Stephanie Molnar held craft night on Monday, January 24 with 3 attendees and Monday, February 28 with 12 present. In January, the group recycled old t-shirts into bags. In February, the group painted wooden ducks.

- **EduKids-**

Tuesday, February 24, 11 kids and their teachers visited to listen to stories by Stephanie and received a sticker.

- **Story Time-**

Stephanie held story time on Tuesdays in January and February with 42 in attendance. Myra, the reading dog, visited on Tuesday, January 25.

- **Olympics Scavenger Hunt-**

Olympic-related sports symbols were placed in and around the Children's area for participants to find. 30 children participated during February. Each child was given a prize.

PRESIDENT'S REPORT:

On Tuesday, January 4, the Library's Interim Director Jeanine Doyle acknowledged our notification that the Hamburg Public Library Board of Trustees approved a resolution to reinstate the Director title from Director II to that of Director III.

Saturday, January 8 - Association of Contract Library Trustees (ACT)- virtual meeting - Hamburg represented by Brian Hoth, Director; Michelle Parker, President; Sheree L. Hillman, secretary; Dr. Holly Schreiber, Treasurer; and Trustee Anita Metzger.

Tuesday, February 22: approved Director Hoth's recommendation to drop the face mask requirement in accordance with the changed local Covid guidance.

Thursday, February 10: Michelle and Director Hoth met with new Hamburg Town Supervisor Randy Hoak and new Library Liaison/Council Member Megan Comerford, to talk about some of the needs for capital improvements at the Lake Shore Library including rehabilitation of the existing parking lot.

Wednesday, February 23 - reviewed the B&ECPL calculation for Return to System; asked Director Brian Hoth for his thoughts.

Wednesday, March 2 - appeared on behalf of the Hamburg Library for Library Advocacy Day with State Senator Sean Ryan.

Friday, March 4 - CFO Ken Stone sent a reminder that libraries “considering applying for Library Construction Aid in 2022 or 2023 and your building is over 50 years old and/or your proposed project involves ground disturbance, please consider attending the April 6th workshop as State Historic Preservation Office (SHPO) review is mandatory.” The age of the Lake Shore Library falls within those guidelines. Director Hoth has registered.

TREASURER’S REPORT:

- Dr. Holly Schreiber reported that all transactions were routine. The only exceptions included a payment for Return to System totaling \$10,118.15 which was made on February 24 and that a generous donation from a patron of \$2,000.00 was made on March 3. Proceeds from the candy and book sales from December 28-March 2 totaling \$670.50 were also deposited.

OLD BUSINESS:

- Friends Update-Director Hoth attended the 2/22 meeting.
- Library shelving @ Lake Shore -This was received in and installed. Director Hoth feels that it is working out nicely.
- Update on Covid measures -Eating and drinking are once again allowed in the library and masks are optional.
- Update on Long Range – Director Hoth came up with a list of individuals who might be interested in serving and will reach out to them. He also requested that we amend this to a 5 year plan vs. a 3 year and all were in favor.
- Update on reinstatement to Director III-At our last meeting, it was discussed to reinstate this level for our libraries and all paperwork has been sent to the proper channels but is currently awaiting approval.

NEW BUSINESS:

- Rehabilitation of parking lot at Lake Shore-spoke w/Town Supervisor Randy Hoak to pick up 50% of the cost. He was agreeable and Director Hoth will
- Purchase of a disc repair machine-Director Hoth is going to purchase a machine to repair the discs to help decrease the number of days the disc is unavailable for rental. It is within the allowed amount to make that decision.
- Rules of Conduct Policy-An amendment was made to the policy regarding the safety of the staff and patrons with respect to cleanliness, bodily fluids, etc. Dr. Holly Schreiber made the motion to approve and President Michelle Parker made the motion to second. It was approved.

EXECUTIVE SESSION: N/A

ADJOURNMENT: Michelle Parker moved to adjourn the meeting at 6:44 PM

The next meeting of the Hamburg Library Board of Trustees will take place on Monday, May 2, 2022, at 6:00 PM at the Hamburg Library.

Respectfully submitted,

Sheree Hillman

