

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING

HAMBURG LIBRARY –May 2, 2022

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

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

MINUTES: Cate Lee moved to accept the Minutes of the last meeting. Dr. Schreiber seconded, and the motion was passed.

PUBLIC COMMENT: John Spears the new director of the B&ECPL attended the Hamburg Library as his first stop of the contract libraries. He has visited all of the Buffalo branches and will be visiting all of the contract libraries. He will be attending the next board meeting at the Lake Shore Library in July. Donna Ludwig, president of the Hamburg Library Friends was present and provided an update on their generous donations and work. They purchased a disc cleaning/repair machine for the library. A picture was submitted to The Hamburg Sun. They are also supporting the summer reading program purchasing prizes. They will be hosting a chicken barbeque in July and a mini sale in October. Megan Comerford, library liaison from the Town board appeared virtually. System Board trustee and liaison to the Contracting Libraries Carima el-Behairy attended and System Board Chairperson Kimberly Johnson attended as well.

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.

PRESIDENT'S REPORT:

President Michelle Parker presented:

- The B&ECPL Board of Trustees held their monthly meeting on Thursday March 17 at 4 pm.
- The B&ECPL Board of Trustees issued a notice that Trustee Carima El-Behairy will continue to be the contracting libraries liaison for 2022.
- Received and reviewed the payroll report for pay Period 6 (March 2022); this shows we are on budget.
- Confirmed with Director Brian Hoth that I will attend the May 7 Annual ACT Trustee meeting.
- Confirmed with Director Brian Hoth that a photo of the Board will be taken on Wednesday, April 6 at 6pm for to include in a power point presentation.

TREASURER'S REPORT:

- Dr. Holly Schreiber reported that all transactions March 2-April 21st were routine. The generous donation from the Friends Group of the disc cleaner was greatly appreciated. Sheree Hillman made the motion to approve, seconded by Cate Lee, all approved and motion was passed.
- **OLD BUSINESS:**
 - a. Friends Update
 - Director Hoth attended a general membership meeting on March 29 and presented them with items to purchase for summer reading prizes including dollar amounts and discussed the purchase of a disc repair/cleaning machine. The group approved both purchases.
 - b. Update On Covid measures
 - Continuing to limit the number of participants during programming. Looking to open it up more in the summer.
 - c. Update on Long Range Plan
 - Director Hoth has identified 4 individuals to serve on the committee: Khusboo Salian, Wendy Horth, Tricia Miller, and Zenia Munger. The first meeting is scheduled for 5/12 at 6pm at the Lake Shore Library.
- **NEW BUSINESS:**
 - a. Fines free!

- Lost book charges still apply.
 - Beginning May 1.
 - Automatic renewals will occur for two times if an item is not returned.
- b. Project @ Lake Shore Library
- Director Hoth is looking to install a Music Garden- a 3 or 4 piece ensemble from Percussion Play Limited in the park. Director Hoth has been working with to Cheryl Quimba, constituent services manager for Assemblymember Jon Rivera. Director Hoth made a presentation at the Town Board work session on
 - April 25. Awaiting for approval to install.
- c. Review and approval of 2022 Annual Report to the Community
- Review and resolution resolved that the library attests that the financial reporting is true and complete. Sheree Hillman made a motion to approve, Dr. Schreiber seconded, and all approved and the motion was passed.
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- **EXECUTIVE SESSION:**
President Michelle Parker made a motion to go into Executive Session, Cate Lee made a motion to go into session, Dr. Schreiber seconded, all approved and the Board went into session at 6:45 PM. Dr. Schreiber made a motion to go out of Executive session at 7:40pm, Cate Lee seconded it and the motion was approved.

ADJOURNMENT:

President Michelle Parker adjourned the meeting at 7:40 PM.
Next meeting Monday, July 11 at 6:00 PM at the Lake Shore Library.

Respectfully submitted,

Sheree Hillman

