

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING  
LAKE SHORE PUBLIC LIBRARY - February 20, 2018

PRESENT: Jack Connors, Anita Metzger, Bob Kaiser, Marianne Chiumento, Brian Hoth (Director)

President Jack Connors called the meeting to order at 6:05 PM.

MINUTES: Anita Metzger moved to accept the Minutes of the January 16, 2018 meeting. Bob Kaiser seconded and the motion passed.

PUBLIC COMMENT: none

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

- Spectrum has replaced the phone lines for the alarm system, but the alarm continues to go off. The Town of Hamburg is considering a new company for the alarm system.
- A new Library Associate, Laurie Obrochta, has been hired and started today.
- There is a new, more functional, circulation desk in Lake Shore, and a mini circulation desk will be set up in the new section of the Hamburg Library.

PRESIDENT'S REPORT: There was discussion about inviting Supervisor Shaw to the March Trustee Meeting. But, due to a series of scheduling conflicts among the Trustees, Anita Metzger moved to forego the March Meeting. Bob Kaiser seconded and the motion was passed. Brian will contact Supervisor Shaw and invite him to the April Meeting.

- \$23,052.13 needs to be returned to Central as it is money we haven't used. This is a common occurrence among libraries. This money will then go into the Library System's Fund Balance.

TREASURER'S REPORT: Anita reviewed the report the Trustees received.

- Brian reported that, with Jacob's leaving, we have a new staff member who has taken over the financial duties of the library.

OLD BUSINESS:

- Secret Garden update - Bids will go out, but we are still on target for getting this done in the spring.
- Cafe update - still being worked on
- Lake Shore hours update - New hours will start on April 14th. The majority of those who responded to a recent survey preferred to have the building open on Saturday instead of Friday. People are excited about the new hours.
- Update on HVAC system at Lake Shore - If the Town of Hamburg is willing to pay for the HVAC system now, we would reimburse them when the Library Construction grant comes in. This way the work could be done sooner.

NEW BUSINESS:

- Language has been modified on the Meeting Room Application form to avoid any overlap. A suggestion was made to include organizations that meet on a regular basis.
- Annual State of the Town Address - Brian and Anita reported.
- Friends' Gathering (April 19th) - Marianne Chiumento moved to approve funds, not to exceed \$500, to purchase breakfast and lunch refreshments. Anita Metzger seconded and the motion passed.

EXECUTIVE SESSION: At 7:09 PM Marianne Chiumento moved to go into Executive Session. Bob Kaiser seconded and the motion passed. At 7:34 PM Bob Kaiser moved to go out of Executive Session. Anita Metzger seconded and the motion passed.

The meeting was adjourned at 7:36 PM. The next meeting will be at the Hamburg Public Library at 6:00 PM on Tuesday, April 17, 2018.

Respectfully submitted,  
Marianne Chiumento  
Secretary