

## Minutes of April 9, 2019

### Meeting of Board of Trustees, Hamburg Public Library

**Board members present:** Pat Adams, Jeanette Heckman, Sue Leiby, Lori Moyer, Christine Roth

**Absent:** Joan Adams, Mike Stasulli, Barbara Strunk

**Also present:** Librarian Dan LaRue

**Call to order:** Meeting called to order at 6:07 P.M.

**Approval of minutes:** The minutes of the March meeting were reviewed. Jeanette Heckman asked for approval of the minutes. Sue Leiby made the motion to approve the minutes; seconded by Pat Adams. Motion passed unanimously.

**Financial Report:** Sue Leiby reported that cost of the bus trip was \$1672, and we received \$2,250 in paid tickets, giving us a profit of \$578. We received several memorial contributions (most of which were in memory of David Sweigert) totaling \$1,405. Sue also reported that six corporations responded to the request for donations she sent out in February. The contributions from Kay Greenawalt/State Farm, Francis Werley, Thren's Western Auto, 1787 Brewing Co., Burkey & Driscoll, and Decca totaled \$1,150. The donations made by AARP patrons having their taxes done totaled \$1,185. Because deposit slips for the Wells Fargo account were ordered through a third party, there was a one-time expense of \$53.49. The treasurer's report will be filed subject to audit.

**Correspondence:** There was none.

#### **Library:**

Librarian's Report: Dan reported that of all the libraries in Berks County, Hamburg has the fewest items; however, we had an increase in circulation in 2018 when other libraries have had circulation decline. Dan wants to work on programming in 2019. Some of our programs include Story Riders, our bus trips the AARP sessions for assistance with taxes, and the Plant Swap. Dan also does German translations. A newer program is the board games for teens held twice a month. Susan Leiby suggested contacting local teachers and retired teachers who have special hobbies or areas of interests that might lend themselves to programs. Also, she suggested a summer program on water safety.

Upcoming programs are a program on the American Revolution to be given by Michael Jesburger on April 15, a program by author Cheri Dotterer to be held in June, and a program on Native Americans to be given in July.

The theme for the summer reading program is "Constellations."

Dan is going to a children's literature conference at Kutztown University, Saturday, April 13.

Library: In March circulation totaled 4,895 items including 272 e-books; there were 788.5 computer usage sessions. Total program attendance was 263, and the people count was 3,295.

Building Maintenance Report: David Ruppert looked at roof this past week and noted there are some tiles missing. Also, both horizontal and vertical spouting are in poor condition. The wall at the sidewalk

is deteriorating. Since there is rain in the forecast on Friday, David will come back that day to see the condition of the wall when it rains.

Berks County Public Libraries: No report

### **Old Business:**

**Annual Fund Letter**—There was discussion on the annual fund letter. Lori Moyer made revisions to the letter and added some bullet points. The letter will include an insert suggesting donors remember the library in their wills. Dan will contact the Berks County System about having help with the insert. The letters and inserts will be prepared so that the board members can stuff the envelopes and prepare them for mailing at the May meeting.

**Washington Bus Trip**— The cherry blossoms were beautiful. Barbara Strunk and Jeanette Heckman represented the library. There was a total of 54 on the trip, including six students and two chaperones from King's Academy. There may be some interest in a trip to the Bronx Zoo in the future.

### **New Business:**

**On-line donations** — There was some discussion on online donations. Dan reported that about half the libraries in the system have on-line giving. He will contact them to see how they have their websites set up. He tried Pay Pal but was deterred due to the need for a debit card or credit card and an account number for online banking. Dan discussed the possibility of changing to online banking in order to allow for online giving. He asked Susan Leiby to inquire at the bank if we could have online banking so that online donations could be automatically deposited to our account. Sue will check with Wells Fargo to see what we would need to do if we were to proceed with this.

**Hamburg-er Festival**— Lori reported that she contacted the owner of the Perk-up truck who will have one on State Street and possibly one will be in front of the library. We would get 15% of what is sold and then we in turn may have to give 15% to OTF. No electricity would be needed. There was some discussion as to this lacking profitability. There some discussion of other possible fundraisers such as milkshakes, soft pretzels, or a bake sale. Also, there were questions on what percentage of our profit would go to OTF. Lori will ask Deena Kershner at OTF what percentage we would have to pay. Lori also mentioned that she could apply for a grant from Thrivent for Hamburg-er Fest. If the Perk-up truck plan is not feasible, we may consider selling Way-Har ice cream as we have done in the past.

### **Dates to remember:**

**May 14, 2019**---- **HPL Board of Trustees Meeting – 6 P.M.**

**May 18, 2019** ----- **Annual Book Sale/ Bake Sale—HAMS—8. A.M.---1 P.M.**

**Adjournment:** Pat made the motion to adjourn. Lori seconded. Motion passed unanimously. The meeting was adjourned at 7:19 P.M.

Respectfully submitted,

Christine Roth, Secretary