

Minutes of August 14, 2018

Meeting of Board of Trustees, Hamburg Public Library

Board members present: Pat Adams, Joan Adams, Jeanette Heckman, Lori Moyer, Christine Roth, Michael Stasulli, Barbara Strunk.

Also Present: Librarian Dan LaRue

Absent: Shirley Hix, Susan Leiby

Call to order: Jeanette Heckman called the meeting to order at 6:06 P.M.

Approval of Minutes: The minutes of the June meeting were reviewed. Pat Adams made the motion to approve the minutes as written; seconded by Barbara Strunk. Motion passed unanimously.

Financial Report: The treasurer's report for June showed in revenue that \$620 was given to the Annual Fund Drive and in expenditures \$970 spent on the Summer Reading Program. The treasurer's report for July showed \$425 in revenue for the Annual Fund Drive. In expenditures \$310 was spent to replace a faucet in the rest room. The treasurer's report will be filed subject to audit.

Correspondence: There was no correspondence.

Library:

Librarian's Report: The librarian reported that July was a much busier month than June. He noted that volunteer Lara Thomas has been giving instruction on how to use library apps to any patron who requests it. The adult program on Mark Twain was well attended; however, there were only 11 who attended the program on Baseball during Civil War. Dan is planning a program for October 22 on Lenape Native Americans.

Dan attended a librarian's meeting in July in which policies for overdue materials were discussed. Beginning in January, children's materials that are overdue will be charged a late fee just as other overdue materials are.

On August 30, Dan will be attending a seminar on teen programs in Harrisburg as part of fulfilling his continuing education requirements for the state. Also, on election day, he will be attending a program at the Reading Public Library.

This will be Donna's last summer as Children's Librarian. She has put much work in to planning children's programs over the years.

Library: In June circulation totaled 5362 items including 209 e-books; there were 638 computer usage sessions. Total program attendance was 117, and the people count was 3543. In July circulation totaled 5708 items including 235 e-books; there were 612 computer usage sessions. Total program attendance was 227, and the people count was 3799.

Building Maintenance: The borough will pay for the repair of the roof.

Berks County Public Libraries System Meeting: Meeting is tomorrow August 15

Old Business:

Hamburg-er Day: The schedule was drawn up with several board members and several volunteers signed up to sell ice cream in two hour shifts from 8:00 until closing. Mike Stasulli will bring his canopy and there will be some tables and chairs provided for our patrons.

Children's Librarian Position: Jeanette reported that she had presented the description of the part-time Children Librarian's position to Hamburg Borough personnel committee. Their response was to limit the position to 30 hours and reduce the starting hourly wage. There was discussion on the hourly wage and the consensus was to start at perhaps \$13.50 an hour and allow for an incremental increase after a ninety-day period. Dan will contact the System and will advertise the position online through the System. Also, an ad will be placed in the Reading paper.

Bieber Bus Trip: Pat Adams researched the cost of a spring bus trip to Washington D.C. She reported that Bieber bus would charge us \$35 per person for a 54- seat bus to Arlington Cemetery and Mall and \$47 per person for a 38 -seat bus. For a bus going only to the Mall the charges are, respectively, \$ 33 and \$45 per person. The reason for the difference is due to parking fees at Arlington Cemetery. There was some discussion as to how much we would charge in order to make a profit. After some discussion, it was decided to have Dan contact King's academy to see how many people they will have attending before we decide on the size of the bus. The bus would leave Hamburg at 8 and return by 9 p.m. on a Saturday.

Dates to Remember:

Sept. 1— Hamburg-er Day — 8 A.M. --- 6 P.M.

Sept. 11— HPL Board of Trustees Mtg.-- 6 P.M.

Nov. 10— Bus Trip to NYC – Cost is \$45 per person

Adjournment: Joan Adams made the motion to adjourn; Pat Adams seconded the motion. Motion passed unanimously. Meeting adjourned at 6:52 P.M.

Respectfully submitted,

Christine Roth, Secretary