

## Minutes of March 12, 2019

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

**Board members present:** Pat Adams, Jeanette Heckman, Sue Leiby, Lori Moyer, Christine Roth, Mike Stasulli, Barbara Strunk.

**Absent:** Joan Adams

**Also present:** Librarian Dan LaRue, and Sierra Wanamaker (a KU media student observing the meeting)

**Call to order:** Meeting called to order at 6:08 p.m.

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

**Financial Report:** Sue Leiby reported that under “General Donations,” the amount of \$559.28 includes \$535 contributed as donations from those patrons who were helped by AARP volunteers with their tax returns. Under “Salaries” the amount of \$9,363.60 reflects billing for both January and February. The treasurer’s report will be filed subject to audit.

**Correspondence:** There was none.

#### **Library:**

Librarian’s Report: Dan reported that 31 people have signed up for bus trip so far, including eight students and adults from King’s Academy. Lori and Jeanette also will be attending. The cost of the trip is \$50.

There was a program of board games hosted by parents for ages 13 and up last week. There were nine teens here for the first program. The programs will be held twice a month.

The state report is now finished and has been submitted to the state.

Library: In February circulation totaled 4496 items including 248 e-books; there were 653 computer usage sessions. Total program attendance was 200, and the people count was 2812.

“Library Program Policy”: Dan presented a library program policy in compliance with the System requirements. He explained the different sections of the policy. There was some discussion. Michael Stasulli made the motion to delete the sentence “Topics and speakers are not to be excluded from program because of possible controversy.”; and to accept the policy as amended; Christine Roth seconded. Motion passed unanimously.

Building Maintenance Report: There was none.

Berks County Public Libraries: Jeanette was not able to attend.

**Old Business:**

**Annual Fund Letter**—The draft of the Annual Fund Letter was reviewed, with some discussion on formatting and including a quarter-page insert asking patrons to remember the library in their wills. Lori will make some revisions and the letter will be discussed at the April meeting,

**New Business:**

**Appeal Letter to Businesses**—Susan Leiby prepared a letter asking fifty area businesses for contributions. These were sent out in February.

**Hamburg-er Festival** Jeanette reported that she paid the fee to Our Town Foundation to reserve our spot in front of the library for the Hamburg-Festival. There was discussion on possibly offering coffee in addition to selling ice cream. Lori had discussed this possibility with the owner of the Perk Up Truck. She will find out the dimensions of the truck and whether or not electricity is needed. One suggestion was to hold a bake sale to offer baked goods along with the coffee if the decision is made not to sell ice cream this year.

**Dates to remember:**

**April 6, 2019—Washington, D.C. Trip—7 a.m. HAMS**

**April 9, 2019 -- HPL Board of Trustees Meeting – 6 p.m.**

**Adjournment:** Lori made the motion to adjourn. Pat seconded. Motion passed unanimously. The meeting was adjourned at 6:58 p.m.

Respectfully submitted,

Christine Roth, Secretary