

## Minutes of October 8, 2019

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

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

**Absent:** Sue Leiby, Mike Stasulli, Barbara Strunk

**Also present:** Librarian Dan LaRue

**Call to order:** Meeting called to order by Jeanette Heckman at 6:24 P.M.

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

**Financial Report:** Sue Leiby's printed report showed that she pre-paid for 1000 gallons of heating oil from Werley's on 9/17/19. The total cost of the heating oil is \$2,699. Also, she reported that monthly reports in the future will contain copies of the Edward Jones Monthly statement. We received \$7,000 from the Borough for the 3<sup>rd</sup> quarter. We received a \$500 donation from Upper Bern Township. We received \$437.98 from County Coordination Aid monies. The treasurer's report will be filed subject to audit.

**Correspondence:** Jeanette Heckman reported that Sue Wessner is applying to a bridge organization for a grant of \$5000 for the library. The Bridge Program, "Learn to Play Bridge The Mind and Body Connection," will be held on Saturday, November 2, 2019 at 10 A.M.

#### **Library:**

**Librarian's Report:** Dan LaRue reported that the astronomy program will be held tomorrow evening. There will be a slide program in the borough building, and weather permitting, will then move outside. Dan suggested that it would be helpful at times for a member of the board to attend scheduled programs so that if a librarian isn't available, the board member would be able to introduce the speaker and to pay the speaker.

Dan is working on a flyer to give to new patrons with our hours and website, etc. He plans to have this ready for 2020.

**Library:** In September circulation totaled 3945 items including 253 e-books; there were 680 computer usage sessions. Total program attendance was 110 and the people count was 2718.

**Building Maintenance Report:** Dennis Miller will start painting the windows tomorrow, Wednesday, October 9. There is no updated information about repairs for the roof or the stonewall.

**Berks County Public Libraries:** No report.

*Code of Conduct Policy* Copies were distributed for board members to review before next month's meeting.

A Mini Book/Bake Sale will be held in the Library Lobby Nov. 6, 7, and 8 during library hours. Library Board Members are asked to donate baked goods.

**Old Business:**

**Fuel prices-** The prices were checked and Werley's pre-paid price of \$2.699 per gallon is the best price available.

**Bus Trip** Twenty-two have signed up so far for the trip to NYC Dec. 14. The cost is \$55 per person. The bus will leave HAMS at 8 A.M.

**New Business:**

**Red Robin Cards:** Lori Moyer has volunteered once again to contact Red Robin about holiday gift card sales. There is a 20% profit on the sale of the cards. The initial purchase will be for five hundred dollars.

**Dates to remember:**

**November 2---** "Learn to Play Bridge the Mind and Body Connection" -- 10 A.M.

**November 6, 7, and 8 – Mini Book/Bake Sale in lobby of library**

**November 12---** HPL Board of Trustees Meeting – 6 P.M.

**December 14 ----- Bus Trip to New York City—HAMS 8 A.M.**

**Adjournment:** Pat Adams made the motion to adjourn. Lori Moyer seconded. Motion passed unanimously. The meeting was adjourned at 6:50 P.M.

Respectfully submitted,

Christine Roth, Secretary