

**Hamlin Library Board of Trustees**  
**Wednesday, February 4, 2009**

**Trustees Present:** Evans, Hungerford, Miller & Parker.

**Trustee Excused:** Bott, Plovanich & Terry

**Also Present:** Adrienne Kirby (Acting Library Director), Tom Breslawski (Liaison from Town Board) & Nancy Jennejahn (Friends of the Library)

1. **Call to Order:** Vice-President Parker called the meeting to order at 7:00 PM.

2. **Minutes:** Miller moved, Evans seconded, that we approve the minutes of the January 7, 2009, meeting as presented. Passed

3. **Financial Report:** Kirby presented report.

Kirby presented forms she is using to keep track of expenses in relation to budget.

There was a question about the year end balance because we are waiting for final figures from the town.

The Library has received a check for \$50 from the Hilton Applefest Fund in memory of Chris Moore's father, Daniel Greenwell.

4. **Acting Director's Report:** Kirby presented her report that is attached.

5. **Old Business:**

a. Community Relations Program.

Some respondents to the Questionnaire indicated they would like a tour of the Library. Hungerford will call the respondents to see if March 11 and/or March 18 are available. When dates for the tour(s) are established, Evans will put an article in the paper inviting others to attend.

b. Trustee Handbook: Miller distributed the Trustee Handbook.

c. Strategic Planning:

Miller reported on the meeting of January 21. The Committee is working to specify what our current situation is before seeking to define goals and how we might get there.

6. **New Business:**

a. 2009 Officers:

Parker reported the following nominees for 2009 Officers:

President – Bott

Vice-President – Evans

Secretary – Miller

Treasurer – Terry

Hungerford moved, Parker seconded, that one ballot be cast for the slate. Passed.

7. **Town Board Liaison report:** Tom Breslawski reported.

8. **Friends of the Library Report:** Jennejahn reported

The Spaghetti Dinner will be on April 5.

9. **Adjournment:** Miller moved and Evans seconded that we adjourn at 8:14 PM. Passed.

Respectfully submitted,

Duane R. Miller

Hamlin Public Library  
Acting Director's Report  
February 4, 2009

**Statistics:**

**Programs:**

January 2009			
		YTD 2009	YTD 2008
<b>Circulation</b>			
Charges	5,338	5,338	5,974
Renewals	552	552	441
Total	5,890	5,890	6,415
<b>New Cards</b>			
Adults	11	11	11
Juv	3	3	5
Internal	0	0	0
Restricted	0	0	0
YA	0	0	0
Temporary	0	0	1
Total	14	14	17
<b>People Count</b>			
	2,570	2,570	2,695
<b>Books Purchased</b>			
	127	127	98
<b>Donations Added</b>			
	15	15	21
<b>Fines</b>			
	\$696.95	\$696.95	\$458.35
<b>Fax</b>			
	\$68.50	\$68.50	\$44.75
<b>Copier</b>			
	\$32.20	\$32.20	\$42.10

*Munchkin Monday* – Jan. 5, 12, 19 & 26. 54 participants

*Thursday Evening Storytime* – Jan. 8, 15, 22 & 29. 54 participants

*Marshmallow Sculpture* – Jan. 17. 8 participants

*Reading Group* – Jan. 20. 4 participants

*Knitting Class* – Jan. 24. 2 participants

*Tax Talk w/ H&R Block* – Feb. 3. 4 participants

*Meeting Room Use* – 3

Upcoming Programs

Feb. 16 – 20 – Matinee Movies  
Feb. 21 – Tea Light Holder Craft  
Feb. 24 – Reading Group – “Blithedale Romance”  
Feb. 24 – Learn to Crochet

The MOMs Club will host their Open House here on Feb. 9.

**2008 Statistics:** The door count for 2008 has been compiled, with some interesting discoveries. Our circulation was up 16%, while our door count was up 9%, suggesting people are checking more items out. In 2005 our average door count per day was 89. Last year it was 119 per day, an increase of nearly 34% over three years.

**Annual Report:** This project has been started. Fortunately, there are no new questions this year, and I left myself copious notes last year which helps.

**Director Position:** The Hamlin Public Library now has a Civil Service-approved Full Time Director I position on its roster.

**Summer Reading:** I have been working on this little by little and have scheduled our first guests the Wondermakers, a theater troupe, for the beginning of the program.



Some photos taken at our Marshmallow Sculpture Contest, Jan. 17, 2009. Our judge was Hamlin's Deputy Town Clerk.

Respectfully submitted,

Adrienne Kirby