

Hazard Library Board of Trustees
Minutes to the Meeting
July 17, 2017
Call to Order 7:08 PM

Attendance:

- **Trustees:** Denise Littlejohn, President; Laura Talcott, Treasurer; Nancy Hart, Secretary; Ron Buxenbaum, , Kathy Button, Doug Hastings, Kathy Kirk
- **Excused:** Betsy Donald
- **Staff:** Lisa Semenza, Director

June 2017 Minutes: Kathy B moved and Laura seconded approval of June minutes. Approval carried.

Door Latch has been repaired. The air conditioner needs to be secured in the window frame.

Director's Report: See attachment.

- **Summer Reading Program:** There has been a huge response to the summer reading program. Sign-ups include about 40 adults who took reading logs. Last Tuesday, 36 adults and children participated in Science on the Lawn, and 70 adults and children attended the Tom Knight concert.
- **Patron computers** have been getting a lot of use, and many use wifi when we are closed.
- **Bike Rack:** We discussed placing a bike rack near the library for those who bike here. Now, bikes are just dropped willy-nilly. We will research possibilities.
- There is now a **sand table** on the lawn.
- **New ideas for adult programming:** We discussed tapping into Chris Shattuck's experience in planning adult activities.
- We discussed placing chairs on the porch for wifi users. We will leave a couple of our indoor folding chairs on the porch for this use.
- **E-rate reimbursement:** The reimbursement for our telephone bill has been eliminated. We did receive some money toward the cost of the router. Reimbursement for internet service continues, but our service is free. Laura mentioned that we could use e-fax through the internet, so that would eliminate the cost of fax phone calls. Our phone bill is close to \$100 each month.

Treasurer's Report:

- **Quickbooks Data transfer:** There is no way to automatically transfer data into our new Quickbooks program, so many budget categories do not align with spread sheets. Categories should be aligned in 2018. All data is still available.
- Nancy moved and Ron seconded approval of the treasurer's report. Approval carried.

Library Book Sale:

- The volunteer list is available, and many slots have been filled.
- Tables will be delivered from the school on Friday, 7/21.

- Set up begins in the firehouse on Monday, 7/24.
- Signs are up, or will be soon.
- Prices: Book prices will be halved on Monday, through Friday. DVDs and Books on CD will go from \$4.00 to \$3.00, and Music CD prices will go to \$2.00.
- **Cash out daily:** At the end of sales each day, two people, at least one of whom is a board member, will count the cash and checks. Amounts will be recorded on a form, and both people will sign. These amounts should match deposit slips.

Discussion of investments: Kathy B contacted Blue Ocean Strategic Capital Investments Group. Their yearly fee for not-for-profits is 0.75 %. They feel our investment should be in a diversified fund with less risk. Nancy will check with Tompkins Trust and Kathy B will check with Cuddy et.al..

Locking drawer or cabinet: We discussed installing a lock in one of the drawers in the desk at the library, or one of the file cabinet drawers. We will ask Seth to look cabinets over and make recommendations.

Wiring/Lighting Repair & Renovation:

- Kathy B moved that we use Pam Helming funds for the electrical repair and renovations, rather than Nozzolio funds, which we can use for any remaining costs. Ron seconded. Motion carried.

Next Regular Board Meeting: August 14, 7 pm at the Library.

Meeting adjourned 8:35 pm.

Respectfully submitted by Nancy Hart, Secretary.

See Below: Attachment, Director's July Report

Library Director's Report

(Lisa Semenza)

July 17, 2017

June 14 – I attended a FLLS training on Polaris Reporting in Weedsport.

June 15 – I attended the first meeting of the FLLS Youth Advisory Group. We talked over the YSS conference and discussed other youth service topics. We will meet quarterly.

June 20 – Last Story Hour for the school year. We got a jump start on signing up kids for Summer Reading and played outside with an ice cream treat.

June 21 – Sandy and I attended the Emily Howland final assembly to get the kids excited about Summer Reading.

June 29 – Kick Off program for Summer Reading with The Hill Brothers. There will be 5 programs at the Meeting House this summer.

July 11 – Science on the Library Lawn began. Teachers, Kelly Gunderson and Jamie Wellman, are running a series of week-long summer camp/summer school. Each week has a different science theme. Kelly planned the activity for this week, with 2 more to be done in collaboration. During these weeks they will bring the students to our Tuesday and Thursday activities.

July 12 – Book Club was rescheduled from 7/5. We met at the Aurora Library to discuss “A Man Called Ove” by Fredrik Backman, with 11 in attendance.

Other news:

A big thank you to Rosemary Lacey for weeding the plants next to the ramp while her granddaughters participated in science.

We have a new volunteer, Chris Shattuck, who is former librarian, Pearl White’s, granddaughter.

We have been proctoring a college student’s exams for an online course.

Items to discuss:

We have a number of youths who are riding their bikes to the library to use computers and wifi. Some considerations: bike rack? Something to sit on when on the porch (stools? Folding chairs?)

Upcoming:

July 23-29 – I will be at Workcamp. Linda is covering most of my typical hours.

August 3 – We begin our 5 week Ukelele Camp.