

RECEIVED

DATE

September 23,

2014

Huntington Public Library
Board of Trustees
Minutes of August 12, 2014

Present: Lorrie Richland, Paula Kelley, Harvey Schugar, Heidi Racht
Others: Anne Dannenberg

The meeting was called to order at 8:00 am.

A motion was made to accept the minutes of July, 2014. The minutes were accepted as read.

Building Maintenance:

- The window sills of the 8 big windows in the main room, the door casings around the interior doors, and the floor of the vestibule need painting. Heidi made a motion that we approve money for the this painting. Paula seconded. The motion passed unanimously.
- *The ballasts for several of the sconce lights need replacing. The Board approved this.*
- *Harvey will make bird platforms for Stacey's play group.*

Director's Notes:

- *There have been problems with OneClick.com. They have a limited collection and Stacey has had difficulty using the site. Anne and Stacey are considering canceling for next year.*
- *Anne will see if a group email can be sent as a survey.*
- *Heidi will write a thank you note to Lisa for the ListneUpVt.com account.*

Personnel Policy: A committee met in July to finish the revisions to the Personnel Policy. The revisions were made available to all Board members and staff. A motion was made by Heidi Racht and seconded by Paula Kelley to accept the revisions and the completed Policy. The motion passed unanimously.

Heidi made a motion to go into executive session. The Board met in executive session at 9:35. The Board came out of executive session at 9:45.

Paula Kelley will inform the Town Office of the increase in salary that was approved during Town Meeting.

The next meeting will be September 23, 2014 at 7:00 pm at the Library

Submitted,
Lorrie Richland, Trustee

DIRECTOR'S NOTES
AUGUST 12, 2014
JUNE AND JULY 2014 STATISTICS

June

LIBRARY

ADULT VISITS: 304

CHILD VISITS: 121

MATERIALS CIRCULATION: 897

ILL: OUT - 14 IN - 7

PROGRAMS: 9 ADULTS: 39

CHILDREN: 54

COMMUNITY CENTER: EVENTS: 8
ADULTS: 30

HOURS USED: 10
CHILDREN: 58

July

LIBRARY

ADULT VISITS: 242

CHILD VISITS: 135

MATERIALS CIRCULATION: 989

ILL: OUT: 5 IN: 3

PROGRAMS: 7 ADULTS: 30

CHILDREN: 78

COMMUNITY CENTER: EVENTS: 10
ADULTS: 47

HOURS USED: 16
CHILDREN: 51

1. PAINTING, ETC.

b) Foyer doors and Hall floor painting completed.

b) Furniture and area rearrangements are completed. Patrons are pleased with the new design - find it brighter and more spacious.

c) Book and materials rearranging is still in progress.

d) The rubber wheels of the display bookshelves have been covered with tape to prevent marking the floor - harvey's helpful idea.

e) A few spots on the floor need to be touched up due to moving bookshelves prior to the paint drying.

2. OTHER BUILDING ISSUES - Randy has found that two sconce ballasts need to be replaced. They are

approx. \$30 each plus the cost of rewiring. HPL or UMH budget?

3. STAFF - Please consider cost of living (at a minimum) increases in Stacey's and my salaries. Stacey received an \$.85 increase following her probationary term - this is unrelated to cost of living for the present fiscal year.

4. DONATIONS - The new computer and printer/scanner/copier were purchased with funds provided by Joanne Conley. Please send her a thank you from the Board. We are also grateful to Eric Hall for setting up the machines and providing Stacey and me with a several hour informative tutorial.

5. IN-KIND - Randy and Lorrie Richland for cleaning, rearranging and paint prep.

For rearranging - Paula Kelley, Heidi Racht, Harvey and Marjan Schugar, Liz Greenberg, Becca and Eric Hall, Paula Villemaire, Asher Symanowicz and Caroline Juneau.

For yard and garden maintenance - David and Debbie Worthley, Paula Kelley and the Rogers Family.

For subbing - Amy Brown

6. SUMMER PROGRAM - Stories, science projects, art and craft activities, Guest Readers, Cody, the therapy dog, pizza Friday and reading record coupons have all been a part of a busy summer schedule that will culminate on August 17th with a pool party at Alison's pool.