

Library

HUDSON PUBLIC LIBRARY

AGENDA February 15, 2006

- 1. CALL TO ORDER**
- 2. APPROVE MINUTES FROM JANUARY MEETING**
- 3. APPROVE PAYMENT OF BILLS**
- 4. LIBRARIANS REPORT**
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
- 7. CORRESPONDENCE and PATRON COMMENTS:**
- 8. ADJOURN**

Next Meeting – Wednesday, March 15, 2006 at 5:00 PM

**HUDSON PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
January 18, 2006**

CALL TO ORDER: Dot Sarchet called the meeting to order at 5:15 pm at Joann Dunker's home.

TRUSTEES PRESENT: Lucille Arnush, Cathy Bollers, Carol Bryant, Joann Dunker, Ellen Korthuis, Maureen Lockette, and Dot Sarchet were present. Judy McGill from the town of Hudson and librarians Terri Redden, Bev Judd, Marcie Weeks, Elaine McIrvin, and Tami Crossen were also present.

MINUTES: The minutes from the November meeting were approved with a motion from Lucille and a second from Ellen.

FINANCIAL REPORT: **Savings:** \$124,230.67 **Checking:** \$4,597.66 **CD:** \$154,387.37
Maintenance & Repair Fund: \$4,622.84 The bills for December were \$7,113.97. A motion from Carol and a second from Joann approved the financial report and payment of the December bills. The bills for January were \$10,622.69. A motion from Ellen and a second from Maureen approved the payment of the January bills.

LIBRARIAN'S REPORT: Circulation for November: 906 and 390 (IL), December: 1788 and 348 (interlibrary loans); Patrons for November: 1273, December: 1173; Cards Issued for November: 12, December: 7; Fines Collected for November: \$17.10, December: \$39.45; Book Sales for November: \$14.55, December: \$4.00; Copies for November: \$35.38, December: \$29.70. We were **excited** to see the circulation at 27,933 and patrons at 14,318! Circulation was up 4,962 from last year and patrons were up 234. Terri thanked everybody for the good year! She indicated the patrons are using the online catalog.

OLD BUSINESS:

- a) Maureen asked about the Hudson Public Library information on the WLD website. Terri had called the District and reported that they will be making changes in three months.
- b) Due to other commitments, we were not able to participate in the Hudson Parade of Lights.
- c) Terri distributed a revised Andrews Farm plat plan.

NEW BUSINESS:

- a) We reviewed a letter from the Northern Plains Public Library Board of Trustees to the President of the Weld Library District. The letter expressed concern about the elimination of two services, continuing education funds of \$1,000 and funds for book purchases of \$1,260, to member libraries. Dot and Cathy will write a letter to WLD in support of Ault's concerns.
- b) Terri read a letter from Janine Reid about the Colorado Public Library.
- c) We reviewed the library liability coverage.
- d) We discussed additional hours for Tami. A motion from Joann and a second from Cathy to increase Tami's hours by four hours, beginning next week was passed. The board will review the staff hours in several months.
- e) A motion from Joann and a second from Ellen approved the salary increases for the three staff members (Terri, Bev, and Marcie) effective with the January 16, 2006 payment.

CORRESPONDENCE / PATRON COMMENTS:

Pauline Cooksey sent an appreciation letter and \$100 check, which will be used to purchase large print books. Thank you notes from Marcie, Terri, Elaine, and Bev were read.

FUTURE AGENDA ITEM:

Amend Employee Handbook for Veterans Day holiday.

ADJOURNMENT: A motion from Maureen and a second from Lucille adjourned the meeting at 6:05 pm. The meeting was followed by a delicious dinner at Joann's!

Respectively submitted: Cathy Bollers, secretary

HUDSON PUBLIC LIBRARY

AGENDA March 15, 2006

1. CALL TO ORDER

**2. Brian Larson, President of Weld Library District Board of Trustees and
Janine Reed, Executive Director of Weld Library District – Discuss**

Colorado Public Library Standards self-evaluation process

Trustee Training through CLIC (Colorado Library Consortium)

3. APPROVE MINUTES FROM FEBRUARY MEETING

4. APPROVE PAYMENT OF BILLS

5. LIBRARIANS REPORT

6. OLD BUSINESS:

7. NEW BUSINESS:

8. CORRESPONDENCE and PATRON COMMENTS:

9. ADJOURN

Next Meeting – Wednesday, April 19, 2006 at 5:00 PM

**HUDSON PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
February 15, 2006**

CALL TO ORDER: President Dot Sarchet called the meeting to order at 5:00 pm.

TRUSTEES PRESENT: Cathy Bollers, Carol Bryant, Joann Dunker, Ellen Korthuis, Maureen Lockette, and Dot Sarchet were present. Judy McGill from the town of Hudson and librarians Terri Redden and Bev Judd were also present.

MINUTES: The minutes from the January meeting were approved with a motion from Ellen and a second from Joann.

FINANCIAL REPORT: Savings: \$102,625.05 Checking: \$10,940.34 CD: \$155,789.15 Maintenance & Repair Fund: \$4,628.34 The bills for February were \$6,907.84. A motion from Ellen and a second from Carol approved the financial report and payment of the February bills.

LIBRARIAN'S REPORT: Circulation for January: 1972 and 417 (interlibrary loans); Patrons for January: 1556; Cards Issued for January: 9; Fines Collected for January: \$100.68; Book Sales for January: \$18.00; Copies for January: \$26.60.

OLD BUSINESS:

- a) Terri checked on the coverage for the library liability insurance before the premium was paid.
- b) Please return the Trustee Training Modules list to Terri before March 8th so she can send them to Brian Larson. The training will be scheduled for late April – early May.
- c) The Colorado Public Library Standards were reviewed with Patricia Froehlich in Eaton on February 3rd.
- d) At a future meeting, we will review the staff goals.

NEW BUSINESS:

- a) Brian Larson, President of the Weld Library District Board, will be visiting the member library board of trustees.
- b) Terri will be attending a workshop organized by the CLiC (Colorado Library Consortium) in Fort Morgan in March.
- c) We were informed that 6 year old Ashton Simmons of Keenesburg won the county wide drawing contest with a picture of the library of the future. We are so proud of Ashton!
- d) Cameron Duff, the database manager from Weld, taught a call at Hudson on February 10th.
- e) The last item of business was election of officers. A motion to nominate Carol for Chairperson, Joann for Treasurer, and Cathy for Secretary was made by Joann and seconded by Maureen. The motion was approved.

CORRESPONDENCE / PATRON COMMENTS:

Terri wrote Pauline Cooksey a thank note for the \$100 donation, which will be used to purchase large print books.

FUTURE AGENDA ITEM:

Amend Employee Handbook for Veterans Day holiday.

ADJOURNMENT: A motion from Ellen and a second from Joann adjourned the meeting at 5:25 pm.

Respectively submitted: Cathy Bollers, secretary

extra copy

HUDSON PUBLIC LIBRARY

AGENDA April 19, 2006

- 1. CALL TO ORDER**
- 2. APPROVE MINUTES FROM MARCH MEETING**
- 3. APPROVE PAYMENT OF BILLS**
- 4. LIBRARIANS REPORT**
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
- 7. CORRESPONDENCE and PATRON COMMENTS:**
- 8. ADJOURN**

Next Meeting – Wednesday, May 17, 2006 at 5:00 PM

**HUDSON PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
March 15, 2006**

CALL TO ORDER: President Carol Bryant called the meeting to order at 5:00 pm.

TRUSTEES PRESENT: Lucille Arnusch, Cathy Bollers, Carol Bryant, Joann Dunker, Ellen Korthuis, Maureen Lockette, and Dot Sarchet were present. Judy McGill from the town of Hudson and librarians Terri Redden and Bev Judd were also present.

Brian Larson, President of the Weld Library District Board of Trustees, and Janine Reid, Executive Director of Weld Library District, attended the meeting. The WLD Board is composed of 6 area representatives and one at-large representative. Brian explained the new district areas of which Hudson is located in Area 2. Twice a year two representatives from seven governmental entities meet to review board nominees. Recommendations are made to the town boards to ratify. New libraries into the district will only be branches.

Janine described the CLiC Trustee Training, which will be held on either May 12th or 13th in Greeley. She distributed copies of the WLD Colorado Public Library Standards, which we discussed. She also shared debt collection information and asked if we want to participate. The collection process will start on June 1st.

MINUTES: The minutes from the February meeting were approved with a motion from Ellen and a second from Dot.

FINANCIAL REPORT: **Savings:** \$135,409.60 **Checking:** \$11,621.02 **CD:** \$155,789.15 **Maintenance & Repair Fund:** \$4,633.31 The bills for March were \$6,518.19. A motion from Dot and a second from Joann approved the financial report and payment of the March bills.

LIBRARIAN'S REPORT: Circulation for February: 1692 and 329 (interlibrary loans); Patrons: 1400; Cards Issued: 5; Fines Collected: \$81.44; Book Sales: \$10.75; Copies: \$56.20.

OLD BUSINESS:

- a) We voted to have the Trustee Training on Friday, May 12th.
- b) Joann amended the Employee Handbook to include the Veterans Day holiday for the staff.

NEW BUSINESS:

- a) A motion to purchase a new computer with monitor for a cost not to exceed \$1,200 was made by Joann and seconded by Lucille. The motion passed. We decided to donate the old computer to Prairie View.
- b) Terri will be attending a CAL conference on November 9th – 12th.
- c) A motion to pay for Tami to attend a storyteller convention was made by Dot and seconded by Joann. The motion passed.

CORRESPONDENCE / PATRON COMMENTS:

Terri read a note from Jo Otto, who commented on the great selection of books and loves the way the books are arranged in the library. She also appreciates the thoughtful and kind staff. Terri also shared a thank you note from the Centennial Park staff.

FUTURE AGENDA ITEM:

Review employee goals (Professional Growth Plan).

Discuss salary plan.

Gather information on establishing a library foundation.

ADJOURNMENT: A motion from Ellen and a second from Joann adjourned the meeting at 6:10 pm.

Respectively submitted: Cathy Bollers, secretary

HUDSON PUBLIC LIBRARY

AGENDA May 17, 2006

- 1. CALL TO ORDER**
- 2. APPROVE MINUTES FROM APRIL MEETING**
- 3. APPROVE PAYMENT OF BILLS**
- 4. LIBRARIANS REPORT**
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
- 7. CORRESPONDENCE and PATRON COMMENTS:**
- 8. ADJOURN**

Next Meeting – Wednesday, June 21, 2006 at 5:00 PM

**HUDSON PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
April 19, 2006**

CALL TO ORDER: President Carol Bryant called the meeting to order at 5:04 pm.

TRUSTEES PRESENT: Lucile Arnusch, Cathy Bollers, Carol Bryant, Joann Dunker, Ellen Korthuis, and Dot Sarchet were present. Judy McGill from the town of Hudson and librarians Terri Redden and Tami Crossen were also present.

MINUTES: The minutes from the March meeting were approved with a motion from Dot and a second from Ellen.

FINANCIAL REPORT: Savings: \$169,788.34 Checking: \$11,347.66 CD: \$155,789.15 Maintenance & Repair Fund: \$4,639.17 The bills for April were \$8,680.29. A motion from Ellen and a second from Lucile approved the financial report and payment of the April bills.

LIBRARIAN'S REPORT: Circulation for March: 2173 and 479 (interlibrary loans); Patrons: 1658; Cards Issued: 19; Fines Collected: \$141.64; Book Sales: \$14.10; Copies: \$47.10.

OLD BUSINESS:

a) The Trustee Training will be Friday, May 12th from 8:30 until 4:00 at Farr in Greeley.

NEW BUSINESS:

- a) Terri contacted Pat Craig at the Rocky Mountain Wildlife Center about participating in the Summer Reading Program. The library will donate \$5 for each child who successfully completes the program with a maximum total donation of \$1,000. Each child will also receive a free admission to the center. Tami will present the Summer Reading Program at the schools.
- b) A motion to allow an amnesty period during the month of May to patrons was made by Ellen and seconded by Lucile. The motion passed. The library has \$3,000 in fines greater than \$25. The cost for fines collected is \$8.95 per person. A motion to turn fines greater than \$25 to a district wide debt collection agency was made by Lucile and seconded by Joann. The motion passed
- c) A motion to accept the proposal of \$408 for new wheels for the children's carts was made by Dot and seconded by Joann. The motion passed.
- d) A motion to let the Alzheimer's Association meet one time during regular hours at the library was made by Joann and seconded by Ellen. The motion passed.
- e) Tami and Elaine did an excellent job of filling in during Bev's absence.
- f) The district is implementing an automated telephone notification at no extra charge to Hudson.
- g) The district provided a photographer to take pictures of the library for the web page.
- h) Terri distributed the staff goals which we will review at the next meeting.

CORRESPONDENCE / PATRON COMMENTS:

FUTURE AGENDA ITEM:

Review employee goals (Professional Growth Plan).
Gather information on establishing a library foundation.

ADJOURNMENT: A motion from Joann and a second from Ellen adjourned the meeting at 6:00 pm.

Respectively submitted: Cathy Bollers, secretary

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HUDSON PUBLIC LIBRARY

AGENDA July 19, 2006

- 1. CALL TO ORDER**
- 2. APPROVE MINUTES FROM MAY MEETING**
- 3. APPROVE PAYMENT OF BILLS**
- 4. LIBRARIANS REPORT**
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
- 7. CORRESPONDENCE and PATRON COMMENTS:**
- 8. ADJOURN**

Next Meeting – Wednesday, August 16, 2006 at 5:00 PM

**HUDSON PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
May 17, 2006**

CALL TO ORDER: President Carol Bryant called the meeting to order at 5:00 pm.

TRUSTEES PRESENT: Lucile Arnusch, Cathy Bollers, Carol Bryant, Joann Dunker, Ellen Korthuis, and Dot Sarchet were present. Terri Redden and Bev Judd were also present.

MINUTES: The minutes from the April meeting were approved with a motion from Dot and a second from Ellen.

FINANCIAL REPORT: Money Market: \$268,657.73 Checking: \$12,333.34 CD: \$157,170.86 Maintenance & Repair Fund: \$4,644.15 The bills for May were \$8,537.66. A motion from Ellen and a second from Lucile approved the financial report and payment of the May bills.

LIBRARIAN'S REPORT: Circulation for April: 1956 and 337 (interlibrary loans); Patrons: 1580; Cards Issued: 15; Fines Collected: \$72.96; Book Sales: \$10.46; Copies: \$27.80.

OLD BUSINESS:

- a) The Trustee Training in Greeley was attended by Ellen, Dot, Carol, and Cathy. We agreed that it was very informative.
- b) Pat Craig of the Rocky Mountain Wildlife Center made posters for the Summer Reading programs, which will include children, teens, and adults.
- c) The Alzheimer's Association will meet at the library on August 15 from 4:30 until 6:00.

NEW BUSINESS:

- a) Audio ebooks are available through the Weld Library District website.
- b) The District is considering Radio frequency ID (RFID) for tracking library books. The branches would convert in 2007 at a cost of \$.48/book. By 2008 the cost would be lowered to \$.30/book.
- c) www.mylibrary.us will be the primary District website starting in June. We will be able to change the Hudson Library site.
- d) A motion to accept the bid of \$40/week for cleaning services was made by Cathy and seconded by Joanne. The motion passed.
- e) We decided to have a booth at the Pioneer Arts Festival on June 17th. Lucile and Ellen will volunteer for 9 – 11. Carol and Dot will volunteer for 11 – 1. Thanks!

CORRESPONDENCE / PATRON COMMENTS:

Thank you from the Hudson PTO for donated books and thank you from Valley Bank for 5 years as customer were read.

FUTURE AGENDA ITEM:

Gather information on establishing a library foundation.

ADJOURNMENT: A motion from Lucile and a second from Dot adjourned the meeting at 6:00 pm.

Respectively submitted: Cathy Bollers, secretary

HUDSON PUBLIC LIBRARY

AGENDA August 16, 2006

- 1. CALL TO ORDER**
- 2. APPROVE MINUTES FROM JULY MEETING**
- 3. APPROVE PAYMENT OF BILLS**
- 4. LIBRARIANS REPORT**
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
- 7. CORRESPONDENCE and PATRON COMMENTS:**
- 8. ADJOURN**

Next Meeting – Wednesday, September 20, 2006 at 5:00 PM

**HUDSON PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
July 19, 2006**

CALL TO ORDER: President Carol Bryant called the meeting to order at 5:04 pm.

TRUSTEES PRESENT: Cathy Bollers, Carol Bryant, Joann Dunker, Ellen Korthuis, and Maureen Lockette were present. Judy McGill from the town of Hudson and librarians Terri Redden and Bev Judd were also present.

MINUTES: The minutes from the May meeting were approved with a motion from Joann and a second from Ellen.

FINANCIAL REPORT: Money Market: \$279,170.86 Checking: \$11,824.52 CD: \$157,170.86 Maintenance & Repair Fund: \$4,656.51 The bills for June were \$8,740.96. A motion from Joann and a second from Maureen approved the financial report and payment of the June bills. The bills for July were \$6,309.53. A motion from Ellen and a second from Joann approved the financial report and payment of the July bills. The Total to Date amounts for Video and Audios in both reports need to be corrected.

LIBRARIAN'S REPORT: Circulation for May: 2040 and 328 (interlibrary loans); Patrons: 1851; Cards Issued: 12; Fines Collected: \$7.00; Book Sales: \$18.85; Copies: \$48.85. Circulation for June: 3000 and 414 (interlibrary loans); Patrons: 2062; Cards Issued: 34; Fines Collected: \$96.85; Book Sales: \$24.70; Copies: \$68.65.

OLD BUSINESS:

- a) Thank you to the volunteers who helped at the Pioneer Arts Festival booth. Several boxes of books were distributed and donations of \$14.60 were collected.
- b) The debt collection starts on August 1st. Frequently asked questions are answered at the website www.unique-mgmt.com/faq/index.html Final and last notices about debt collection will be sent to patrons.
- c) The Alzheimer's Association will meet at the library on August 15th from 4:30 until 6:00.
- d) The Summer Reading party is July 27th from 10:00 am until 1:00 pm at the park. The library will be closed during those hours since the staff will be organizing the party. 306 children, teens, and adults signed up for summer reading. 434 children and adults attended the programs and story times. The most popular event was the Bug Mobile with 98 patrons attending.
- e) The automated calling system starts on August 13th. Patrons who are notified by phone for their holds will be notified by the calling system.

NEW BUSINESS:

- a) To allow for regrouping and planning, the staff is taking a break from story time from August 7th to September 7th. They are considering changing the starting time from 10:30 am to 10:00 am.
- b) Terri distributed planning worksheets from the Trustee workshop.
- c) Maureen discussed starting the teen book club in mid-September and meeting at the Birch Street Coffee Shop.

CORRESPONDENCE / PATRON COMMENTS:

Thank you from patron Gail Copeland for the book bag for participating in the adult Summer Reading.

FUTURE AGENDA ITEM:

Gather information on establishing a library foundation.

ADJOURNMENT: A motion from Joann and a second from Maureen adjourned the meeting at 5:40 pm.

Respectively submitted: Cathy Bollers, secretary

Library

HUDSON PUBLIC LIBRARY

AGENDA September 20, 2006

- 1. CALL TO ORDER**
- 2. APPROVE MINUTES FROM AUGUST MEETING**
- 3. APPROVE PAYMENT OF BILLS**
- 4. LIBRARIANS REPORT**
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
- 7. CORRESPONDENCE and PATRON COMMENTS:**
- 8. ADJOURN**

Next Meeting – Wednesday, October 18, 2006 at 5:00 PM

Hudson Library Board Meeting

September 20, 2006



1. Librarian's Report:

- a. Circ. : August 2,399 Ill 354 YTD -20,635
- b. Patrons :August 1,532 YTD - 13,374
- c. Cards issued: adult, New-14 YTD - New 90
- d. Cards issued: juvenile, New-9 YTD- New 49
- e. Fines collected: \$69.54 YTD \$708.22
- f. Book sales:\$18.18 YTD -\$154.17
- g. Copies: \$70.60 YTD -\$374.15
- h. ? November meeting – visit from Beth, Delivery Library Services,
review & feedback
- i. Need new fax machine
- j. Budget
- k. Should we add an additional storytime in the near future

FYI: Weld seeking new trustee

CD \$157,170.86

Checking \$15,836.57

Money Market \$321,055.40

M&R \$ 4,668.53

Hudson Library Board Meeting

September 20, 2006



1. Librarian's Report:

- a. Circ. : August 2,399 Ill 354 YTD -20,635
- b. Patrons :August 1,532 YTD - 13,374
- c. Cards issued: adult, New-14 YTD - New 90
- d. Cards issued: juvenile, New-9 YTD- New 49
- e. Fines collected: \$69.54 YTD \$708.22
- f. Book sales:\$18.18 YTD -\$154.17
- g. Copies: \$70.60 YTD -\$374.15
- h. ? November meeting – visit from Beth, Delivery Library Services,
review & feedback
- i. Need new fax machine
- j. Budget
- k. Should we add an additional storytime in the near future

FYI: Weld seeking new trustee

CD \$157,170.86

Checking \$15,836.57

Money Market \$321,055.40

M&R \$ 4,668.53

Library

HUDSON PUBLIC LIBRARY

AGENDA October 18, 2006

- 1. CALL TO ORDER**
- 2. APPROVE MINUTES FROM SEPTEMBER MEETING**
- 3. APPROVE PAYMENT OF BILLS**
- 4. LIBRARIANS REPORT**
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
- 7. CORRESPONDENCE and PATRON COMMENTS:**
- 8. ADJOURN**

Next Meeting – Wednesday, November 15, 2006 at 5:00 PM

**HUDSON PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
September 10, 2006**

CALL TO ORDER: President Carol Bryant called the meeting to order at 5:05s pm.

TRUSTEES PRESENT: Lucile Arnusch, Cathy Bollers, Carol Bryant, Joann Dunker, Ellen Korthuis, and Dot Sarchet were present. Judy McGill from the town of Hudson and librarians Terri Redden and Bev Judd were also present.

MINUTES: The minutes from the August meeting were approved with a motion from Lucile and a second from Ellen.

FINANCIAL REPORT: Money Market: \$321,055.40 **Checking:** \$15,836.57 **CD:** \$157,170.86 **Maintenance & Repair Fund:** \$4,668.53 The bills for September were \$7,394.54. A motion from Joann and a second from Dot approved the financial report and payment of the September bills

LIBRARIAN'S REPORT: Circulation for August: 2399 and 354 (interlibrary loans); Patrons: 1532; Cards Issued: 23; Fines Collected: \$69.54; Book Sales: \$18.18; Copies: \$70.60.

OLD BUSINESS:

- a) A motion to send a permanent suspension letter to a patron was made by Ellen and seconded by Dot. The motion passed.
- b) Terri presented a proposed budget for 2007. We changed the salaries and wages to \$70,000; insurance to \$21,000; building fund to \$26,604.64. We will approve the budget at the October meeting. Copies of Distribution of Property Tax to Member Libraries for 2007 were presented.
- c) A motion to donate \$700 to the Wildlife Center was made by Dot and seconded by Joann. The motion passed.
- d) Story time has been changed to 10:00 am on Thursday morning. A second story time may be added in the afternoon.

NEW BUSINESS:

- a) Beth Hagar and the Outreach Coordinator will join us at our November meeting. We will discuss the "Delivering Library Services" document that Terri distributed.
- b) The fax machine needs to be replaced. A motion to purchase a new fax machine was made by Joann and seconded by Lucile. The motion passed.
- c) The Weld Library District Board is seeking a new trustee. Lucile volunteered to send an application.
- d) Joann called Edie, who is not interested in selling her third of the building

CORRESPONDENCE / PATRON COMMENTS:

A patron, who is new to Hudson, was heard commenting at the Valley Bank pancake breakfast that the Hudson Library is a great library and the staff is very helpful and informed.

FUTURE AGENDA ITEM:

Gather information on establishing a library foundation.

ADJOURNMENT: A motion from Joann and a second from Ellen adjourned the meeting at 6:15 pm.

Respectively submitted: Cathy Bollers, secretary

Rich May

HUDSON PUBLIC LIBRARY

AGENDA November 15, 2006

- 1. CALL TO ORDER**
- 2. DELIVERING LIBRARY SERVICES – Beth Hagar and Rita Kadavy**
- 3. APPROVE MINUTES FROM OCTOBER MEETING**
- 4. APPROVE PAYMENT OF BILLS**
- 5. LIBRARIANS REPORT**
- 6. OLD BUSINESS:**
- 7. NEW BUSINESS:**
- 8. CORRESPONDENCE and PATRON COMMENTS:**
- 9. ADJOURN**

Next Meeting – Wednesday, December 20, 2006 (????) at 5:00 PM

*3rd Monday
not always work and Thurs*

**HUDSON PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
October 18, 2006**

CALL TO ORDER: Dot Sarchet called the meeting to order at 5:00 pm.

TRUSTEES PRESENT: Cathy Bollers, Maureen Lockette, and Dot Sarchet were present. Judy McGill from the town of Hudson and librarians Terri Redden and Bev Judd were also present.

MINUTES: The minutes from the September meeting were approved with a motion from Dot and a second from Maureen.

FINANCIAL REPORT: Money Market: \$313,705.42 **Checking:** \$12,904.66 **CD:** \$158,725.38 **Maintenance & Repair Fund:** \$4,674.76 The bills for October were \$8,573.23. The Summer Reading expenses exceeded the budget by \$18.09. Judy informed us that the budget needs to be amended only if the total budget amount is exceeded. A motion from Maureen and a second from Dot approved the financial report and payment of the October bills

LIBRARIAN'S REPORT: Circulation for September: 1864 and 402 (interlibrary loans); Patrons: 1148; Cards Issued: 10; Fines Collected: \$44.44; Book Sales: \$36.81; Copies: \$49.15.

OLD BUSINESS:

- a) Since Bev will be added to the insurance next year, Judy told us the cost would be \$1,000 a month. The budget for 2007 was amended by increasing the insurance to \$22,500 and decreasing the building fund to \$25,104.64. A motion to approve the amended budget for 2007 was made by Maureen and seconded by Dot. The motion passed. Lucile had emailed her approval.
- b) Beth Hagar and Janine Reid will attend the November meeting to discuss the "Delivering Library Services" document. Please review the document and bring you questions to the meeting.
- c) The new fax machine has been received.
- d) Lucile was interviewed for the Weld Library District Board position.

NEW BUSINESS:

- a) A motion to immediately have two staff at the library during the open hours was made by Dot and seconded by Maureen. Motion passed. Terri will discuss the additional hours with the staff.
- b) The Weld Library District directors meeting will be at the Hudson Library on Friday, October 20th. The library will be closed during the meeting.
- c) Terri is holding monthly staff meetings.
- d) The staff is expanding their knowledge base by attending training and seminars.

CORRESPONDENCE / PATRON COMMENTS:

FUTURE AGENDA ITEM:

Gather information on establishing a library foundation.

ADJOURNMENT: A motion from Maureen and a second from Cathy adjourned the meeting at 5:50 pm.

Respectively submitted: Cathy Bollers, secretary

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LIBRARY BOARD MEETING
12/06 2001

1. Librarian's Report:

- 2367
 1L
- a. Circulation: November, 1982-85, 27657 YTD
 - b. Number of Patrons:
November, 1186, 16927 YTD
 - c. Cards issued: adult, new 10 YTD new 117
 - d. Cards issued: juvenile, new 5 YTD new 60
 - e. Fines collected: \$ 149.70 YTD \$ 992.06
 - f. Book sales: \$ 15.49 YTD \$ 234.27
 - g. Copies: \$ 36.25 YTD \$ 491.20
 - h. no meeting - Merry Christmas
 - i. _____
 - j. _____
 - k. _____

Savings _____

Checking _____