

## HEBRON LIBRARY TRUSTEES MEETING MINUTES

October 14, 2015

PRESENT: Bill Powers, Paula Cummings, Robin Orr, Gail Howell, Sue Jackson

Bill opened the meeting at 4:15 pm

### MINUTES:

A motion was made by Bill to accept the Minutes as read, seconded by Paula and voted in the affirmative.

### TREASURER'S REPORT:

We are down 90 cents from the previous month. Bill said that "Petty Cash" should be "Cash". Paula made a motion to accept the Treasurer's Report, seconded by Sue and voted in the affirmative.

### LIBRAIAN'S REPORT:

The manifest was presented as follows:	Baker and Taylor	\$185.47
	National Geographic	39.00
	Total	\$224.47

A motion was made by Sue to pay the manifest as presented, seconded by Bill and voted in the affirmative.

The \$1,530.94 for the chairs had been pre-approved and will be paid for by the Town.

A total of \$18 was made from book sales. See attached.

The gift card has a balance of \$29.85 and petty cash is \$51.71.

Library activity: Patrons – 101 this year as compared to 75 last year

open 12 days this year compared to 8 days last year

Books – 56 this year compared to 50 last year

Magazines – 33 this year compared to 20 last year

DVD's – 2 this year compared to 7 last year

Robin expects more DVD's will be taken out in the future as we improve our DVD collection.

### CHAIRMAN'S REPORT:

Our budget request for a 10% increase has been filed with the Selectmen as well as a Warranty Article for the cost and installation of the Atrium Express System.

Bill feels that Warrant Articles are the best way to go for future funding.

Paula will check with the Selectmen regarding air conditioning the library – whose budget will it come from, the Town's or the Library's?

**ACTION ITEMS FROM SEPTEMBER MEETING:**

Robin and Paula have made progress on the biographies.

Paula and Gail will tackle the NH section.

Robin has us digitized up to Jo.

Maintenance – No changes so far. The condition of the windows needs to be checked before any panes can be replaced.

Trust Fund – Robin will talk to Terry Knowels regarding using Trust Fund money to pay for books ordered from Baker and Taylor.

Website – Robin would like to sit down with Bill to set it up. Bill asked Robin to make an outline of what she would like on the website before they meet.

Furniture – We are happy with our comfortable new chairs! Thank you, Robin!

Robin will look into ordering two computer stations and 2 chairs.

New England NH joint Library Conference – After some discussion, it was decided that Robin will not attend this year, but perhaps next year.

Friends of the Library – Paula has a copy of the 2009 by-laws of the Freedom, NH Library. She will call Freedom for more information. Robin has a list of people in the Hebron area who are interested in becoming Friends of the Library. Paula said it is very important that we spell out what their job is and what we expect from them.

A motion to adjourn was made by Paula, seconded by Bill and voted in the affirmative at 5:05 pm.

Respectfully submitted,

SUSAN W. JACKSON  
Secretary