

HEBRON LIBRARY TRUSTEES MEETING

November 11, 2015

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

The meeting was opened at 4:20 pm

Paula went over her information on Friends of the Library, starting with the Freedom Public Library guidelines. Paula also had a list of the responsibilities of each position on the Board. We have quite a list of potential "Friends of the Library". Before getting started and coming up with our own rules, etc., she suggested that we sit down and talk about what we are looking for and what we expect from the "Friends of the Library". We talked about possible fund raising, such as fudge from the Fudge Factory in Bristol. (However, we would have to keep records and handle the actual sales ourselves). Also suggested were Christmas Wreaths from a local company located on West Shore Road. Paula purchased a free standing adjustable shelf for the area in the back between the two buildings.

MINUTES:

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

TREASURER'S REPORT:

Bill suggested that we look into Quick Books on line. He said this would allow continuity, especially if someone new should take over the books.

Paula made a motion for Bill to present the invoice for the furniture for payment, to the Selectmen, seconded by Bill and voted in the affirmative.

LIBRARIAN'S REPORT:

Paula and Robin will attend a Scrooge and Marley meeting tomorrow.

Robin is scheduled for training for intra-library loans on Friday, November 20th from 9:15 to 12:15. Others are welcome.

Robin presented the manifest: Baker and Taylor – \$31.23 and \$10.59 – for a total of \$41.82. Bill made a motion to pay the manifest as presented, seconded by Paula and voted in the affirmative.

Attached are the Library Activity and the Library Cash Reports.

CHAIRMAN'S REPORT:

Bill informed us that he submitted our budget to the Town which was accepted. He feels we should plan to attend the Town Budget Hearings.

ACTION ITEMS FROM OCTOBER MEETING:

Robin stated that we are digitized to Pa.

The NH Section is now completed.

Paula will again ask the Town about the repair of the windows. She will also ask why the leaves around the Library had not been picked up at the same time the leaves in the Common were taken care of. A piece of the corbel is in need of repair.

Robin mentioned the sad shape our globes are in and wondered what we should do with them. It was suggested that we place the old encyclopedias into the donation bin.

Robin emailed Terry Knowels, from the State, again, regarding the use of Trust Fund money to pay Baker and Taylor.

Robin plans to take classes on website design and will look at Plymouth's and Freedom's.

Funds have already been approved for workstations; we just need to decide what we want. Robin suggested three options and passed around pictures of them.

No decision was made. The money comes from the 2 year non-lapsing funds. Bill will check to see what how much money we have left.

The idea of selling "bricks or pavers with donors' names on them" was suggested for a "walkway" from the pavement to the steps.

A motion to adjourn was made by Paula at 5:15 pm, seconded by Bill and voted in the affirmative.

Respectfully submitted,

SUSAN W. JACKSON
Secretary