

Town of Hebron Library Trustees Meeting December 10, 2018

Present: Bill York, Donna Luti, Bill Powers, Phyllis Rockwell (Alternate), Ruth Gaffey (Groton Rep.), and Paula McKinley (Librarian).

The meeting was called to order at 3:30 pm by Bill York.

Minutes of the November 12th meeting

-A motion to accept the minutes was made by Bill Powers, seconded by Bill York and approved unanimously.

Treasurer's Report

-The report shows that we are staying at our projected budget and that we have \$14,702.42 total Liabilities and Assets.

-A motion to accept the report was made by Donna Luti, seconded by Bill Powers and approved unanimously.

Librarian's Report

-Usage Report shows the usual winter dip in the number of patrons visiting the library but other numbers are good.

-Paula has discovered that Follett/Baker and Taylor will buy some of our used books and credit our account towards future purchases. She has already started processing books to go to them.

-Paula recently completed a survey from NHSL about the ILL which will hopefully be working early 2019.

-Paula has been adding patrons to Atrium from the handwritten notebook that had been used. Ruth had needed the number of Groton residents who are using the library for her report to the Town of Groton. Currently there are 21 Groton residents using the Hebron Library.

Manifests

Overdrive	\$480.00
Baker and Taylor	36.78
Demco	91.06
Demco	149.12
TOTAL	\$756.96

-A motion to pay the manifests was made by Donna Luti, seconded by Bill Powers and approved unanimously.

New Business

-As Groton Library Trustee, Ruth Gaffey is writing a report for the town of Groton. She is concerned that only 21 Groton residents are using the Hebron Library and would like the library to do some promotion in Groton like having pamphlets available at public meetings in Groton and having any notices/press releases sent to the Groton Town Clerk (like what appears in the Hebron Town Newsletter).

-Robin Orr will be meeting with the Select Board members at the Safety Building on Wednesday, Dec 12th at 12:30 pm.

Old Business

-Bequest from Polly Alexander- Bill York has had a conversation with Marion Webber (HAWG Treasurer) and it appears that the library can have up to \$150 for an outdoor planting and plaque :”Donated to the Hebron Library in memory of Polly Alexander”.

Other Business

-We need to have a discussion about library cards and a policy for minor age patrons i.e. what age?

-Bill Powers has sent Paula a format to use for recording and reporting cash in the library.

Adjourn at 4:40 pm.

Respectfully submitted,
Donna Luti