

MINUTES – HEBRON LIBRARY TRUSTEES- January 13, 2020

Present: Wisniewski, Gaffe, Luti, Powers, York, Abbene

Absent: None

Call to Order: 3:30PM

Minutes: Approved as presented. Luti/Powers Unanimous

Treasurer's Report: Currently at 135% of budget in Net Revenue. 71% of budget in Expenses.

Work will begin on budget submission for period of 7/1/20 to 6/30/21.

Powers will prepare initial proposal to submit to the board in February.

Motion to approve: Powers/Luti Unanimous

Manifests: November invoices were paid to the total of \$337.00. Current for December includes:

Baker and Taylor - \$152.83

Overdrive - \$480.00 (Annual Fee)

\$632.83

Motion to approve for payment: Luti/Powers - Unanimous

State of the Library: Ruth Gaffe as researched and compiled figures for 2019 to include:

Library Usage, Patron Count per Month, Service Statistics, and Inter-library Loans.

Many thanks to Ruth for a job well done!!

Old Business: Work on job description for the Librarian continues. There remain a couple possibilities for the Librarian position. Hours for the Assistant Librarian were discussed. Accolades to all Library volunteers who have kept the Library open and growing during our search for a Librarian.

New Business: Luti requested assistance in completing paperwork/procedures for the State Library Catalog. Coverage is complete through the 25<sup>th</sup> of January. York will begin training and fill in beginning with the 25<sup>th</sup> opening. A discussion on a Library Card policy was postponed until the February 2020 meeting.

Adjournment: 4:32PM York/Powers. Unanimous.

Respectfully submitted;

Bill York, Secretary