

# **Town of Hebron Library Trustees Meeting**

## **June 11, 2018**

Present: Bill York, Donna Luti, Bill Powers, Robin Orr (Librarian), Ruth Gaffey (Groton Representative), and Phyllis Rockwell (Alternate)

### **The meeting was called to order at 3:30 by Bill York**

\*Phyllis Rockwell was designated a voting member in Bill Powers' absence.

### **Minutes from May 20, 2018**

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

### **Librarian's Report**

-Usage is up in all areas except DVDs

-Income of \$58.75 from book sales, copier and eggs.

-The library will be open from 3-5 on June 30<sup>th</sup> for a book sale. There will also be a family storytime at 4:30 that day.

\*Bill Powers arrived at 3:45 and assumed his voting privilege.

- A motion to accept the Computer Use Policy that Robin had drafted was made by Bill York, seconded by Donna Luti and approved unanimously.

-Rules for Parents and Children-Robin presented a draft for review which will be revised for another look at our next meeting.

-Library inventory is complete and being typed by Robbie Flynn.

### **Manifests**

Baker and Taylor	\$160.21
Robin (reimbursed for Cooking Light)	20.00
<b>Total</b>	<b>\$180.21</b>

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

### **Treasurer's Report**

-Total assets \$13,258.64

- Bill Powers will formally request a check from the Town for funds voted to the Library by the Town not including employee wages and telecommunications costs.

-We are very close to the year to date budget.

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

## **Old Business**

- By-Laws- Bill Powers will add a gift policy and will be looked at again in July.
- Security Light- The light has been delivered and Bill York will see that it is installed.

## **New Business**

- Story Time at Bridgewater Hebron, June 12<sup>th</sup> at 4:00.
- NHLTA Conference
  - Bill Powers shared some highlights from the sessions: “How to Run an Effective Meeting” and “Getting to Know the Library RSAs”.
  - Robin shared some ideas from “Hopeful Workplace” stressing the importance of knowing you community’s needs.
  - Donna, Phyllis and Ruth will share at July’s meeting.

The next meeting will be July 9, 2018.

A motion to **adjourn at 4:40** was made by Bill Powers, seconded by Bill York and approved unanimously.