

Hebron Library Trustees Minutes
October 18, 2021
3:30PM

Present: Larochelle – Chair; Flynn – Treasurer; York – Secretary; Fitzgerald - Librarian
Alternates: James, Mason and Bolln.

Call to Order: 3:30PM

Approval of September Minutes: York/Larochelle Unanimous

Treasurers Report: *Net revenue vs. budget is looking very strong.
*Bank Balances in Savings and checking again looking just fine
*Net Operating Revenue is at 252% of budget
*Net Expenditures remain low at 15.17% of budget
York/Larochelle Unanimous

Librarians Report: *Trustee to contact Bill Powers about problems with Modem. Very slow
*Numbers are up 2X with circulation vs. 10/2020
*Library web site is now updated and up and running using gmail.
*Library will be open 12/27 and 29 during Xmas break
*Staff development Budget line was reviewed for Librarians interests

Manifests: *Seven entries. 3 for books totaling \$303.22
*Office Supplies (2) totaling \$15.05
*Organizational fees, dues, subscriptions (1) totaling \$265.70
*2022 Annual fee-Electronics Materials (1) totaling \$495.00
*TOTAL - \$1,078.97 Larochelle/York Unanimous

Old Business: * Contract for shelving signed today.
*Grant Update: \$332.00 left over that must be returned.
*Shelves: Contract signed today
*Librarian designated as the representative to meet with the Building Committee

New Business: *Librarian requests that Trustee meetings be moved to the 1st Monday of each month to make room in her schedule for additional meetings. No November meeting. Next Trustee meeting 12/6/21 Flynn/York Unanimous

Anything to Add: *Discussion of who has keys to building. Advised that when people are no longer involved on a committee level. Keys are required to be returned.
*Discussion of future exit interviews when staff folks depart.

Adjourn: *4:50PM York/Larochelle Unanimous

Respectfully Submitted:

Bill York, Secretary