

## **Hebron Library Trustees Meeting Minutes**

**September 12, 2022**

- **Call to Order** at 3:33
  - **Present:** Gerry Flynn, George Bolln, Jennifer Larochelle, Debbie James, Mark O'Connor, Robbie Flynn (part time), Donna Luti (part time)
  - **Agenda Adjustment** The Hebron Community Center/Library Building Committee was added to the agenda so John Hilson and Mike Reiss could give the Trustees an update.
- **Approval of Minutes** Debbie James moved and Gerry Flynn seconded that the August 8 meeting minutes be approved as submitted.
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- **Building Committee Update** John and Mike gave a thorough update on the recent activities and progress made starting to utilize the \$115,000 approved at the May Town Meeting. Moving the Town Safety Building is economically feasible and eliminates some site problems and provides for 28 parking spaces. An RFP was sent to 3 construction firms and responses are ready for Select Board review. There was significant discussion of financing and the location of the library meeting room. The Trustees were urged to review the latest floor plan for comments and start efforts to define a communication plan to answer the question "Why do we need a new library".
- **Librarian's Report** Donna Luti and Robbie Flynn presented the August traffic and activity report with clear explanations of the latest trends. The report was accepted as presented. Larochelle/Bolln
- **Treasurer's Report**-G. Flynn reviewed the August 2022 report which was approved. Bolln/Larochelle
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- **Manifests** were discussed and approved to pay. Bolln/Larochelle
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- **Old Business**
  - **Hiring**-Jennifer will meet with the Minot-Sleeper Library librarian on 9/14 to discuss the potential for sharing a part-time librarian with Hebron. She will also solicit the advertising MSL used to find three recent hires. It is unknown what library credentials they have.
  - **Alternates** Suzanne Smith has agreed to become the third alternate.
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- **New Business**
  - **Moving Some Savings Account Funds to a CD** With over \$17,000 in the savings account, Debbie James initiated a discussion on exploring moving some amount to a higher yield one-year CD. It was agreed that Gerry Flynn would explore the options and yields available if we transferred \$10,000. Bolln/Larochelle
  - **Library Open House** was discussed and requires further planning.
  - **Supplemental Trustees Meeting** It was agreed the trustees would meet on September 26 at 3:30 to discuss potential revisions to the current floor plan as well as communication and marketing plans for the new library.

**Adjourn** The meeting was adjourned at 5:05. Larochelle/Bolln