

## ➤ **Hebron Library Trustees Meeting**

➤ **February 13, 2023**

➤ **Minutes**

### **Call to Order** @ 3:35

- Present: G. Flynn, G. Bolln, J. Larochelle (Via Zoom), M O'Connor, D. James, S. Smith. R. Flynn and D. Luti (Librarians)
- Agenda Adjustments-Move Old Business to first item
- D. James elevated to voting member after J. Larochelle departure

**Approval of Minutes for December**-Approved as written. Flynn/James

### **Old Business**

- **Hiring**- Larochelle to set up a meeting in March for Trustees and Assistant Librarians to discuss librarian position with Pam Plankey who is retiring from Bristol Elementary School. She has expressed interest.
- **Building Plan**-The Community Center/Library informational meeting on February 4 was well attended. Large size panels with the site plan, overall floor plan, library and kitchen details were available. J. Larochelle presented "The need for a library" story. Overall responses were positive, but we still need to generate groundswell public opinion for the May 2023 town meeting warrant article approval. \$3.6M is a big number and the owners of the Village Store are not supportive.
- **Discussion of CD Investment**-G. Flynn advised that his personal info was required for him to be a "person of record" for First Internet Bank of Indiana to approve the Library CD. There may also be an option to use the town's EIN. Further discussion centered on the funds in the 4 Trust Funds for the library and the significant \$3800 interest that has accrued. 2 of these 4 Trust Funds are specifically dedicated to the purchase of books. This interest should go to the library at the beginning of each fiscal year. More discussion and understanding of both the trust fund restrictions and applicable RSA is required. S. Smith volunteered to get the applicable RSA language and send out to all. J. Larochelle to contact Parker Griffin of the Trustees of the Trusts to understand any restrictions and the process to get this accrued interest for use in purchasing books. The auditors said that the \$17,000+ funds in the library's savings account came from: \$8,000 from Groton for the use of Hebron's Library; \$XX from donations; and \$YY from the town funding unspent. The auditors said the town isn't interested in going back over the last 10 years or so to figure out how much the unspent town funding might be, but going forward, they want the funds returned. It should be noted that the applicable RSA was recently updated in 2017. The y/e amount for last year is approximately \$40.

**Treasurer's Report**-Presented by G. Flynn and approved as written. Bolln/James

**Manifests**- Presented by G. Flynn and approved for payment. James/Bolln

**Librarian's Report**-presented by R. Flynn and approved as presented. Positive numbers everywhere! Starting to think of new summer programs for kids. Discussion of how to attract more children (especially non-residents kids during the summer) was extensive. G. Flynn noted that there are specific procedures in the bylaws(?) that should be followed. D. James moved that we allow resident or non-resident children in Grades K-12 to obtain a free, temporary library card for the summer of 2023 using the current library policy and the Librarians to input the data into Atrium. Bolln second.

### **New Business**

- **2024 Budget** G. Flynn advised the total 2024 budget approved by the Select Board was \$32,804.00, of which \$23,300.00 is budgeted for employee salaries (2023 was \$19,000). This includes \$25/hr. and a projected raise for the Librarian, and increases for the Assistant Librarians to \$18.00/hr. They also increased the Library Expenses from \$8000 to \$9000 and kept the Telecommunications at \$504.
- **Audit Status** Bill Powers and Don Franklin met with J. Larochelle and G. Flynn and the audit is complete.

**Adjourn** @ 5:00 JamesFlynn