HARTLAND PUBLIC LIBRARY
61 Center Street, West Hartland, CT 06091
Board of Trustees Regular Meeting Agenda
Saturday, January 8, 2022 at 10:00 am

If there is inclement weather and the library is closed, the meeting will be held via Zoom:
Zoom Link: https://us02web.zoom.us/j/6816056142
Meeting ID: 681 605 6142
Call in by telephone: 1-301-715-8592  6816056142#

1. Call to Order:
   a) Trustees in attendance:
      Guests:
   b) Absent (need to vote by email – YES or NO):
   c) Motion to approve the minutes from November 13, 2021 meeting (   /   )
      Abstain (   ). Unanimous.
   d) Treasurer’s Reports - Brenda Babbitt
      General Ledger (Town): $   
      Friends Account: $   
      Other Expenses: $   
      Motion to accept Treasurer’s Reports (   /   )

2. Acquisitions Reports: November 2021 Books $237.64 DVD $62.79
   eBooks $0.00
   December 2021 Books $267.12 DVD $24.42
   eBooks $100.33

3. Trustees/Volunteers Desk Coverage:
   a) Distribute keys for new Trustees
   b) 3 Week Due Dates for Books and DVD’s – Discussed at the May 11, 2021 Trustee Meeting
      prior to reopening on June 1, 2021.
   c) eBook usage in 2021
   d) Volunteer Desk Coverage for January, February, and March 2022
   e) Next meeting is Saturday, March 12, 2022 at 10:00 am

NOVEMBER 2021:

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<th>Audio/Other</th>
<th>Cards</th>
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<td>Gifts: $</td>
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4. **Old Business:**
   a) Organizing and/or purging library shelves – Trustees
   b) Concerns of Trustees

5. **New Business:**
   a) Review, adjust, and approve 2022-2023 Budget (Fiscal Year - July 1, 2022 to June 30, 2023)
   b) Review and update Trustee, Volunteer, and School Liaison List
   c) Training Manual for Trustees – Review Part 1 and make changes
   d) Concerns of The Trustees

6. **Adjournment** (Motion: 

Respectfully submitted,

Connie Irwin
Chair - Hartland Public Library Trustees