

HARTLAND PUBLIC LIBRARY
Board of Trustees Regular Meeting Agenda
Saturday, January 14, 2023, at 10 a.m. on Zoom

<https://us06web.zoom.us/j/4899893801?pwd=bEJBY2ZTWVBKRm53NEFlam1GZE12QT09>

1. Call to Order:

- a) Trustees in attendance:
Guests:
- b) Absent/voting by e-mail:
- c) Motion to approve the minutes from November 17, 2022, meeting: (/)
- d) Treasurer's Report - Brenda Babbitt

General Ledger (Town):	\$10,057.07
Friends Account:	\$ 4,015.45
Hoopla:	\$ Nov. \$ Dec. \$141.01
Yr.to date.	\$655.21 (Av. \$2.06 each)

Discussion:
 Motion to approve treasurer's report:

2. Acquisitions Reports:

November, 2022 Books \$ 75.57
 CLC annual \$170 C. Communications \$75.15
December, 2022 Books. \$ 0
 Demo (OS) \$54.38 C. Communications \$75.15

3. Trustees/Volunteers Desk Coverage:

- a) For February and March. Please review and let Pam know the dates you are available.
Thank you!
- b) Next meeting is March 11, 2023, at 10 am on Zoom
- c) Monthly Patron Attendance, Loans, Cards, Income.

November, 2022:

Patron Attendance	Patron Attendance	Books	Books	Video Other	Video Other	Cards	Cards	Fees/ Fines	Sales /Gifts	
Adult	Child	Adult	Child	Adult	Child	Adult	Child			Lib
52	12	48	12	10	8	R-3 N-2	R-1 N-3		\$10	
14 4 new	1	12-E 31-A	1-com	24- mo 2-tv	1- mus					H.

Patron Attendance	Patron Attendance	Books	Books	Video Other	Video Other	Cards	Cards	Fees/Fines	Sales/Gifts	
										OD

NOTE: 67 Books given out to children at Santa Event

December, 2022:

Patron Attendance	Patron Attendance	Books	Books	Video Other	Video Other	Cards	Cards	Fees/Fines	Sales/Gifts	
Adult	Child	Adult	Child	Adult	Child	Adult	Child			Lib
48	4	45	7	3	0	R-2 N-1	R-2 N-3		\$7	
17 4 new		33-A		2-mo 2-tv						H.
										OD

HOOPLA: From August to December, 2022.

318 circulations @ average of \$2.06/27 individuals/average of 4 new each month

Average of 12 circulations per patron; average of 27 per month

Audio books were about one-third of borrows, movies were one-third, the ebooks with a few comics, music and television borrows.

4. Old Business:

- Purging library shelves (still need to have assistance purging children's non-fiction; puppet holder still needs to be attached). Train set is in place but needs cleaning/maybe repair.
- Review of Draft of Training Manual for Trustees/Volunteers on today's schedule.
- Communication to Hartland Residents - Face Book, Newsletter, etc.
- Activities/Events: Santa/Book event was a success - 67 books to children

- e) Librarika automation. Connie has agreed to work with the Librarika staff.
- f) Concerns of the Trustees: Upkeep of Building - Clearing and waxing of floors and cleaning of windows should be done in the Spring. Membership in OverDrive is on schedule. Our request to Command Corp. for another camera has not been returned.

5. New Business:

- a) Concerns of The Trustees

6. Adjournment (Motion: /):

Respectfully submitted by: