

HARTLAND PUBLIC LIBRARY
Board of Trustees Regular Meeting Minutes
November 9, 2024, at 10:00 a.m. at the Library

1. Call to Order:

a) Trustees in attendance: Pam Langer, Amanda Lukingbeal, Andrea Wright, Brenda Babbitt, Laura Stevens, Kene Daley, Amy Bourque, Linda Ackerman.

Absent: None

Guest: Magi Winslow, First Selectman

b) Motion to approve the minutes from September 10, 2024, meeting: Amanda Lukingbeal and Andrea Wright, All agreed.

c) Treasurer's Report - Brenda Babbitt, Treasurer. As of: 10/31/2024
General Ledger (Town): \$6,774.61
Friends Account: \$5,304.84

Motion to approve treasurer's report: Amanda Lukingbeal and Andrea Wright. All.

2. Acquisitions Reports: September:

Library Account

Charter Comm. (phone/internet)	\$ 74.15
(Hoopla withdrawal -deposit)	(\$ 201.92)
Pam Langer (books)	\$ 40.00

October:

Charter Comm. (phone/internet)	\$ 74.15
(Hoopla withdrawal -deposit)	(\$ 267.53)
Pam Langer (books).	\$ 40.00
Pam Langer (office supplies)	\$ 96.45
Pam Langer (children's books)	\$ 55.83
Companion Corp. (catalog).	\$ 1404.00

3. Trustees/Volunteers Desk Coverage:

a) **Desk Duty Sheets** will be emailed to trustees for December, 2024, and January, 2025.

b) Please notify Pam of your available dates.

c) Also when you receive the Desk Duty sheets please check to ensure the dates for your desk duty are correct and your availability hasn't changed. Thank you!

d) Next Trustee Meeting date will be Saturday, January 11, 2025, at 10:00 a.m. on Zoom.

4. Monthly Patron Attendance, Borrowers, Cards, Income
September, 2024:

ATTN	BOOKS	BOOKS	DVD Movie TV Other	CARDS	Sale Gifts	Source
	ADULT	CHILD		ADULT		
Adult 47 Child 8	Self-14 Manual-4	Self - 8 Manual- 4	DVD A-0 C-0	Adult N-0 R-0 Child N-2 R-0	\$2	Libry
A-106 C-0		Ebk - 25 Aud - 49	M-12 T-17			Hoopl
A-55 C-5		Ebk - 31 Aud - 29	0			Libby

October, 2024

ATTN	BOOKS	BOOKS	DVD Movies TV Other	CARD S	Sales Gifts	Source
Adult Child	Adult	Child		Adult Child		
A-64 C-6	Adult S-14 M-0 Child S-0 M-4	A - 0 C- DVD-3	DVD A-0 C-5	Adult N-8 R-1 Child N-0 R-0	\$3.5 0	Library

A -140	Adult	Child	Adult					Hoopla
C-4	Ebk-29 Aud-61	Ebk-4	M-11 TV-35 Child Com-4					
A-50	Adult	0	0					Libby
C-4	Ebk-35 Aud-29 Juv/YA Ebk-4							

5. Old Business:

- a) Review of By-Laws - one change/final vote in January. Review of Trustee Manual - A few corrections and changes. Review of Policies/Procedures - two changes from Magi Winslow. The changed pages will be emailed to trustees. No votes needed.
- b) FaceBook: (Reach-831) (Engagement-56). Newsletter has been dis-continued.
- c) Automation: Our goal was that all borrowing would be through use of the self-system except for puppets/DVDs and when a new library card was used for the first time. This has been achieved so all trustees are to be commended.
- d) Joseph Penman's resignation has been received by the town clerk and Linda Ackerman has been approved by the selectmen to replace that trustee spot.
- e) There was no conclusion in the Executive Session since none is allowed.

6. New Business: Concerns of the Trustees.

- a) Pam Langer shared her concern about increasing cost of Hoopla and the option of using Kanopy. This would mean that ebooks, audiobooks and magazines could only be accessed by Libby but Canopy offers items that neither Hoopla or Libby offer which are must more educationally based and better options for children. There was an agreement that we should accept the offer off a \$1,000 cost for one year.
- b) During the executive session a situation arose that needs to be addressed as one trustee was not present to respond. The trustee spoke briefly.

7. Adjournment: At 11:21 a.m. Motion from Pam Langer and Amanda Lukingbeal.

Respectfully submitted: Andrea Wright, Secretary and Pam Langer, Chair