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

### 1. Call to Order:

a) Trustees in attendance:

Absent:

b) Motion to approve the minutes from September 10, 2024, meeting:

c) Treasurer'	As of:	
	General Ledger (Town):	\$
	Friends Account:	\$

Motion to approve treasurer's report:

2.	Acquisitions Reports: Library Account	September: Charter Comm. (phone/internet) (Hoopla withdrawal -deposit)		74.15
		<b>October:</b> Charter Comm. (phone/internet) (Hoopla withdrawal -deposit)	\$ \$	74.15

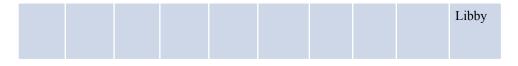
## 3. Trustees/Volunteers Desk Coverage:

- 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 January 11, 2025, at 10:00 a.m. on Zoom.

# 4. Monthly Patron Attendance, Borrows, Cards, Income September, 2024:

October, 2024:

Adult	Child	Adul t	Child	Adult	Child	Adul t	Chil d	Sales Gifts	
									Librar y
									Hoopl a



### 5. Old Business:

- a) By-Laws, Trustee Manual and Policies/Procedures: Final review of draft of suggested changes/corrections. Trustee Meeting in January will be final acceptance. Drafts of all documents were left at the Library for all Trustees for their review.
- b) FaceBook: (Reach) (Engagement). Newsletter has been cancelled.
- 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) During the Executive Session an issue arose. As the trustee to who it was addressed was not present she will now speak to the trustees with a brief response.

### 7. Adjournment: At Motion by:

Respectfully submitted