

HARTLAND PUBLIC LIBRARY
Board of Trustees Regular Meeting Agenda
Saturday, March 8, 2025, at 10 a.m. on Google Meet

1. **Call to Order:** 10:33 a.m.
 - a) Trustees in attendance: Pam Langer, Amanda Lukingbeal, Cherie Henselder, Laura Stevens, and Linda Ackerman.
 - b) Trustees absent: Brenda Babbitt, Kene Daley, Andrea Wright, and Amy Bourque
 - c) Guests: None
 - d) Motion to approve the minutes from January 11, 2025: Amanda Lukingbeal & Linda Ackerman. Unanimous.
 - e) Treasurer's Report - Pam Langer As of: March 5, 2025

General Ledger (Town):	\$4,969.81
Friends Account:	\$3,287.00
 - f) Motion to approve the report: Amanda Lukingbeal & Linda Ackerman. Unanimous.

2. **Acquisitions Reports:**

January,	
Pam Langer (Books-B&N,Used)	\$220.21
Hoopla (closed)	
 February,	
Charter Communication (Jan)	\$ 74.15
Charter Communication (Feb)	\$74.15

3. **Trustees/Volunteers Desk Coverage:**
 - a) Desk Duty Sheets for April and May, 2025 have been completed.
 - b) Next meeting is May 13, 2025, Tuesday at 7 pm at the Library Building.

Monthly Patron Attendance, Loans, Cards, Income.

January, 2025:

Patron Attendanc	Book Adult	Book Child	DVD/ Puppet	Libby Kanopy	Card Adult	Card Child	Sales	Source
Adult - 44 Child - 1	Self-ck - 36 Manual - 8	SC - 1 M - 0	Adult-1 Child-0		N - 5 R - 8	N - 0 R - 2	\$10 - Books	Libby
Adult - 84 Child - 14	Adult: Ebk - 19 Aud - 31 Child: Ebk - 6 Aud - 5			Adult: Mag - 24 Child- Mag -3				Libby
Contacts -50				Plays - 16				Kano

February, 2025:

Patron Attendanc	Book Adult	Book Child	DVD, Puppet	Libby Knop -	Card Adult	Card Child	Sale s	Source
Adult - 36 Child - 7	Self-Ck 20 (A) Manual 24	Self-Ck 2 Manual 5	Child-0 Adult-0		N- R-	N- R-	Bk \$5 Don. \$6	LIB
Adult - 21 Child - 7	Adult E-bk - 38 Aud - 52	Child E-bk 6 Aud 8		Mags Ad-42 Ch-23				Libby
Contacts -101				Plays - 42				Kanop

4. Old Business:

- a) Communication to Hartland Residents: Numbers down for Face Book/Hartland Gazette.
- b) Automation: In February the number of adult book borrowed from Alexandria were twice as much as books listed on circulation sheet. Please be vigilant in noting when patrons are using the self- check. It was also noted that there were many borrows by manual so Pam Langer and Linda Ackerman will investigate that situation as the library needs to ensure book are listed in Alexandria. We will ask the trustees with administrative access to add cards instead of only having one person to that position,
- c) Digital offerings: We are seeing quite an increase in the use of Libby since Hoopla was cancelled - there are many more borrows by children also. The number of patrons using the new digital offering - Kanopy - also doubled from January to February.
- d) Policies and Procedures: The trustees discussed the changes to the Circulation Policy/ Procedures and voted to Adopted the changes. This included allowing any CT resident borrowing from the Hartland Public Library. In the May Trustee Meeting the Circulation P&P will be voted on again to Adopt such Policy & Procedure.

5. New Business:

- a) Concerns of trustees: Pam Langer sent an email to all Trustees regarding the State of Ct Library's concerns about our Library. She has researched the time of their first concern in 2016 and has sent documents to the State Library. Pam Langer has spoken to many librarians and to other individuals who are involved with CT libraries and they have assured Hartland Trustees and patrons have the right to decide to designate a library and do not need to meet the rigorous demands that are being imposed. However, every library in Connecticut does need to allow borrowing from all CT residents that have a CT library card so the trustees approved such borrowing. In the past Hartland had dissuaded such borrowing as we had been turned down when we applied to take part in the state-wide deliverIT program. Pam Langer has contacted Hartland's representation and senior on behalf of the Trustees and of Magi Winslow, first selectman.

6. Adjournment at 11:09 a.m.

**Respectfully submitted Cherie Henselder, Secretary
Hartland Public Library Trustee**