

HARTLAND PUBLIC LIBRARY
Board of Trustees Regular Meeting Minutes
Tuesday, January 13, 2026, at 7:00 p.m on Zoom

Call to Order: at 7:05 p.m.

- a. Trustees in Attendance: Pam Langer, Brenda Babbitt, Amanda Lukingbeal, Kene Daley, Linda Ackerman, and Darcey Lovell.
- b. Not in Attendance: Amy Bourque, Laura Stevens, And Andrea Wright.
- c. Quorum met.
- d. Motion to approve minutes from September 9, 2025 made by Amanda Lukingbeal, seconded by Brenda Babbitt, agreed by all.

Treasurer's Report: Brenda Babbitt, Treasurer. As of: 1/03/2026
General Ledger: \$9,573.08
Friends Account: \$3,625.34
(deposit from Book Sale of donated books)
Expenditures: \$423.62 (books), CLC (discounts) \$179, Alexandria (annual) \$1610.00, CC/phone & internet (each month) \$74.15.

Motion to approve Treasurer's Report made by Amanda Luckingbeal, seconded by Linda Ackerman, agreed by all.

Trustees/Volunteers Desk Coverage:

- a. Desk Duty Sheets for February and March, 2026, were sent out by the Secretary. Updates will be sent by Secretary and posted at the Library.
- b. Next Trustee Meeting will be March 10, 2026, at 7:00 p.m. by Zoom according to the 2026 Meeting Schedule which was discussed, determined to be more conducive to Trustee's availability and agreed upon by all trustees attending.
- c. 2026-2027 Trustee Meeting dates: January 13th, March 10th, May 12th, July 14th, September 8th, November 10th. They have been posted on the Town website and at the Library.

Library Activity:

- a. Copies of Circulation Information will be sent to the Trustees and a copy available on the library desk.
- b. Many new books have been purchased and processed.

Old Business:

- a. Trustees' duties still need to be addressed as several issues have arisen such as books not being shelved correctly and the Circulation Sheet not collecting all of the self-checked books. Pam Langer will send a summary of the trustee's duties as a reminder. In discussion of cleaning duties Amanda Lukingbeal will wet swifter and Kene and others will dust as needed.
- b. The issue of the MK stickers has been addressed by initiation of a process for book coverings which addresses the priority books as we endeavor to cover the books most borrowed and most likely to be tattered.

New Business:

- a. The voting on Library officers agreed on the following officers: Chair-Pam Langer, Co-Chair-Darcey Lovell, Treasurer-Brenda Babbitt, and Secretary-Linda Ackerman.
- b. The draft of the Library budget was sent to the First Selectman. Copies were emailed to the Trustees.
- c. A trustee was informed that the key box at the Library was left set at the correct number and the door to the building was unlocked. Since all trustees have keys Pam Langer will be speaking to town personnel for a list of those who have the key combination and request that the number be reset and only approved personnel have that new number.
- d. The issue of insurance for the Library came up again; Pam Langer will address this with the First Selectman.

Adjournment: At 7:30 p.m.

Respectfully submitted by: Linda Ackerman, Secretary

Adjournment: At
Respectively submitted: