Minutes - DRAFT
Hebron Library Trustees Meeting
August 19, 2026

In Attendance: Gerry Flynn, Debbie James, Suzanne Martin, Mark O'Connor, Kathy Tawa, Lynne O'Brien, Lianne Keary

Call to Order 3:31 pm

- **Agenda Adjustments** – None
- **Approval of July Minutes** – Gerry Flynn moved to approve, Suzanne Martin seconded. Approved with a notation of August meeting date change subsequent to publication of the DRAFT.
- **Librarians Report/Discussion/Operational update –** GF moved and DJ seconded to approve. There has been a significant increase in foot traffic (232 vs 160) from last year. Extending the hours each open day has been extremely worthwhile. Hebron Fair brought in many visitors who hadn't visited during the renovation process. July material circulation is significantly higher than last year as well.
- **Treasurers Report** –Accepted as presented with explanations regarding receipt of annual town check timing. $124.35 will be returned to the town as unspent. DJ moved, SM second
- **Manifests** – $901.99 was approved which included two Ingram invoices just received. Note made that Ingram for some reason, requires each invoice payment be mailed separately.
- **Old Business:**
    - **Parker Griffin discussion update** – Trust Fund check received and new collateralized money market account was opened with Gerry Flynn and Debbie James both authorized as signers. Debbie James moved and Gerry Flynn seconded to have Suzanne Martin, our new chairperson, also be added as an authorized signer, to all Hebron Library accounts. Debbie to check with Parker regarding annual interest payment. Do we need to do anything? Timing?
    - **AED Update** – Linda Fisher from the Fire Department will conduct training 9/14 at 8:30AM. The unit will be mounted on the wall.
    - **Septic Pump**- Lianne was not there when it was dug out and so could not say whether it was completed. Suzanne to check with Amanda.
    - **New Business** –
      Time sheets – discussed who can sign Lianne's. At Gerrys request, Lianne will be noting on her sheets, any hours spent on extra projects.
        - Extensive discussion regarding offering discounted passes to various museums and attractions such as Squam Lake Science Center. Lianne will investigate cost and availability.
        - Discussed at length how to use the trust fund gift in our book purchasing. Too much to spend and handle at once. In the interest of building a stronger relationship with BHVS it was suggested that we focus on purchasing children's books. DJ will ask a school board member if we could loan books to the school on a rotating basis.
        - Discussed and agreed that September meeting will be held Wed. 9/9 at 1PM. October meeting date falls on Columbus Day and was rescheduled to Monday Oct. 5, 3:30.

Meeting adjourned at 4:51 PM

Respectfully submitted, Debbie James, Secretary