



Board of Trustees
Meeting Minutes
Tuesday May 20, 2025 1 PM

Monthly meeting called to order at 1:04pm. In attendance Trustees Natalie Gallo, Veronica Shelley, Al Cipriano, Bob O'Brien, Theresa McTammany; Alternate Trustee Donna Capern; Selectboard Liaison Joe Guthrie; Friends Liaison Carol Cipriano; Emma Hodge; Director Kate Thomas; Minutes Emily Wentworth.

Visitor comments and questions- none.

Friends of the Library Update- The thrift shop made \$2,876 in the month of April. The renovations were successful. The next meeting is Thursday June 12th at 6:30pm.

1. Approve minutes from the April 15, 2025 meeting. Motion to accept minutes made by Theresa, seconded by Bob, all in favor.
2. Director's Report- Kate shared her Director's report.
 - a. Stats- 4,127 people visited the library in April, 3,500 people visited the website, the study rooms were used 72 times, 16 faxes were sent by patrons, the library hosted 43 programs.
 - b. Kate has received more quotes for tables and chairs for the Crowley Room. The trustees agreed chairs with upholstered backs would be a better investment. Kate will continue to weigh the options.
 - c. Status of bills in process that could affect libraries- HB666 was voted down.
3. Treasurer's Report
 - a. Budget- Al shared that the budget is on track with current second quarter expectations.
4. Old Business
 - a. Final review of Volunteer Policy and approval- Motion to approve the Volunteer Policy made by Al, seconded by Ronnie, all in favor.
5. New Business
 - a. Investment Policy- Kate made edits to the Investment Policy and asked the Trustees for further feedback before sending it for legal counsel. Al reviewed the policy with Kate and made some suggestions to change wording. The Trustees agreed on the changes made so far.

- b. Museum Pass Policy- Updates were made to the existing policy, the new policy was read for the first time, it will be discussed again at the June 17th meeting.
 - c. Review of NHLTA conference sessions- Al, Ronnie, Donna, and Kate went to the NH Library Trustees Association Conference. Al attended a session about legislative tracking and policy advocacy and learned about the bill process, and another session on AI in libraries. The presenter provided samples of multiple uses for AI in libraries and is available for training. Ronnie went to a session about sealed meeting minutes and learned that the board's new policy is spot on. Kate went to a session on reducing operating costs, and a session on promoting safety through policy and procedure. A common theme for trustees at the conference is the need for them to be advocates and ambassadors for libraries.
 - d. Sealed minutes- Ronnie made a motion to unseal 10 minutes from December 2007 through March 2010, seconded by Theresa, all in favor.
 - e. Bookkeeper updates- The library's bookkeeper has sold her business to a larger company. She is continuing to work with them part time. The benefit of this is that there are now more people to consult when she is not available.
6. Donations by groups or individuals. Motion to accept all donations made by Bob, seconded by Theresa, all in favor.
- a. Acceptance of donations in memory
 - b. Money in donation jar
 - c. Books, audios & videos from various individuals
 - d. Donations by groups or individuals
7. Correspondence- none
8. Non-Public per 91-A:3, II(b)-Hiring: Vote to enter non-public by Bob, seconded by Theresa. Bob yes, Ronnie yes, Al yes, Natalie yes, Theresa yes. Hiring of a Library Assistant 1 and Library Page was discussed. Bob made a motion to exit non-public. Theresa seconded. Bob yes, Ronnie yes, Al yes, Natalie yes, Theresa yes.
- a. Minutes from non-public: Theresa made a motion to hire Mary Lewis, as recommended by Kate. Bob seconded. All were in favor. Ronnie made a motion to hire Katelyn Dauer as recommended by Kate. Al seconded. All were in favor.
9. Meeting adjourned: 2:50 pm Theresa made a motion to adjourn. Bob seconded. All in favor.

Next regular meeting Tuesday June 17, 2025 at 1PM