

## Hampton Falls Library Trustees

### Final Meeting Minutes

October 24, 2024

Attending the meeting at 4:02 pm were Linda Coe, Chair, Amy Magnarelli, Vice Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, Tom Shek, Trustee with Laura Pouliot, Alternate and Joanna Meighan, Director. Ed. Beattie, Selectman's representative, also attended.

The Minutes from September were approved upon a motion by L. Coe, seconded by A. Magnarelli with all voting in favor. The Special Budget meeting minutes of October 18, were accepted as amended (stating reason for non-public, the date and moving the last paragraph) by B. Forgione, seconded by T. Shek, with B. Mutrie and T. Shek, abstaining from voting. The October 18, non-public minutes were accepted as amended upon a motion by B. Forgione, seconded by A. Magnarelli since all voted affirmatively.

Unanticipated donations of \$1916.65, mostly from a successful book, bake and yard sale were accepted upon a motion by L. Coe, seconded by T. Shek with all voting aye.

The Board reviewed the projected left to spend spreadsheet for fiscal 2024 and the projected budget for 2025. Treasurer reported that we could possibly have \$4K<sup>+</sup> left in our 2024 budget. We hope to spend some of that on replacement phones, new laptop computers, and a projector for the MP room. The Board needs a quote for the purchase of 'branding' items, i. e. signage, logo and banner in order to encumber the funds.

The Board requests the status of the CIP requests as soon as possible from the BOS. The BOS's next meeting will be November 6 when they will rule on the requests. The CIP thought that the Fire Panel was a top priority. B. Forgione reported that the ADA door and if necessary, the Fire Panel could be funded from Donations. The budget will increase to fund the hire of another staff person for 6 hours a week next year. The 2025 budget could increase by \$53K but most of that will be funded from donations but it's in the budget's bottom line in order that the Library can spend donations per RSA.

Director's Report: The landscape company has done the autumn cleanup and moving the shrubs. They also did the reading garden. B. Forgione planted some flowering perennials around the granite sign. Trees to be cut were tagged. The resultant branches will be chipped by BCB Landscaping. The Conservation Commission has donated \$1000 toward the native garden on the hill. Erin Sniderman will present a plea to the HF Historical Society for a donation to clean-up and redesign their garden next to the Schoolhouse. Exeter Hospital, Timberland and Granite State United Way may help with labor.

The Board will be purchasing casters for the heavy chairs and tables so they are easily moved for functions and meetings. The Strategic Plan draft will be available to the Committees, the Board and then for community review through google followed by a public forum.

The Director wondered about being closed on Friday after Thanksgiving and also Christmas Eve. The Board will let the staff weigh in, perhaps just open in the afternoon on the Friday after Thanksgiving. The Board had no issue with closing Christmas Eve.

The Board went into non-public session at 5:00 upon a roll call affirmative vote after a motion by A. Magnarelli, seconded by B. Mutrie. E. Beattie and L. Pouliot left the meeting. The non-public session was for the discussion of payroll for 2025.

The Board came out of Non-public session at 5:40 pm upon a motion by A. Magnarelli, seconded by L. Coe, will all voting orally in the affirmative. A motion to seal the non-public minutes was heard from A. Magnarelli, seconded by T. Shek and all agreed. A motion to adjourn was heard from T. Shek, with B. Mutrie seconding and the motion passed at 5:42 pm.

Beverly Mutrie, Secretary