

## **Hampton Falls Library Trustees**

### **Draft Meeting Minutes**

**November 21, 2024**

Attending at 3:01 pm were Linda Coe, Chair, Amy Magnarelli, Vice-Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, Ted Shek, Laura Pouliot, Alternate, and the Director, Joanne Meighan. Absent was Ed Beattie although he arrived later.

The October minutes were amended and approved upon a motion by L. Coe, seconded by B. Forgione with all voting affirmatively so the motion passed. L. Coe made a motion to accept \$218.39 in unanticipated donations with A. Magnarelli seconding and all voting to pass the motion.

B. Forgione reported that the budget for 2025 is dependent on whether the Town would put any of our repair items in their budget, particularly the Fire Alarm Panel, and maybe the ADA doors or the landscaping. Discussion ensued about the 2024 November Treasurer's report which will include \$2500 from the Frying Pan Lane Fund and the Humanities Council payment for programs in the near future. The Trustees can spend about \$5500 donations that were received this year. J. Meighan, B. Forgione and John Ashak believed that we could purchase new phones, 2 laptops, 2 desktops and perhaps get a new projector for the atrium area for the \$1200 projected left in the budget. Next on the wish list would be picture (art) rails for the adult section. They will try to get Black Friday deals.

L. Pouliot requests \$1000 funding for printing for our new marketing campaign which has been included in the 2025 budget. The Board needs quotes for graphic design in order to encumber some funds if necessary. Laura also requests funds to print 'elevator speeches' on card stock and perhaps laminate those when the Committee attends town events. Amy Dorgan has a list of possible movers and shakers in the community.

The Strategic Plan teams will prioritize and collaborate with the Board approving expenditures. There will be a Souper Sunday event where the public will be invited to lend their thoughts and meet their neighbors. The Outreach Committee is L. Pouliot, L. Coe, Deborah Regan and Erin Sniderman. The Programming Committee has B. Forgione as a member. The Space Utilization Committee includes Tom Shek, A. Magnarelli and B. Mutrie.

J. Meighan reported that the Veterans Day program had whopping 52 attending the speaker program and 26 for the Book Club discussion on female WASP pilots. She seeks help to move the furniture to the multi-purpose room on Saturday at 1:30 in anticipation of the rug getting cleaned this weekend. Furniture will be moved back on Tuesday at 9 am and the craft room emptied on the 29<sup>th</sup> at 10 am. Proposed dates for 2025 meetings were handed out with no major changes to the schedule except for November and December.

Ed Beattie, Selectmen's Representative, arrived about 4 pm. Ed offered to expound to the Board on what the Trustees are doing in the monthly Selectmen's meeting, usually the third week of the month.

The Trustees hoped that our website could also give updates of our activities as well as a 'brag' page. L. Pouliot requests that we delve into her research on nominating some of our staff for awards through the NHLTA etc.

A motion to adjourn was heard at 4:30 pm, by L. Coe, seconded by B. Mutrie and all agreed as there will be a final strategic planning meeting at 6pm.

B. Mutrie, Recording Secretary