

## **Hampton Falls Free Library Trustees**

**Meeting Minutes**

**FINAL**

**December 19, 2024**

Attending at 3:15 pm were Linda Coe, Chair, Amy Magnarelli, Vice-Chair, Beverly Mutrie, Secretary, and Tom Shek, all trustees. Also attending were Laura Pouliot, Alternate, Joanna Meighan, Director and Edward Beattie, Selectmen's Representative.

The November minutes will be reviewed next month. Unanticipated donations consisting of NH Humanities reimbursement, book sale and regular donations totaled \$1119. B. Mutrie motioned to accept \$1119 with A. Magnarelli seconding the motion and all approved.

B. Forgione reported that the year-end Treasurer's report indicates about \$500-700 left to spend. The Director and John Ashak will use the leftover funds along with some donations to purchase an electronic projector for \$2300 that can be placed almost directly under the screen. AM/PM has cleaned the rug for \$750. The floors in the multi-purpose room and hallway were also cleaned and polished. The town will get at least \$1200 returned to it from the 2024 budget.

Discussion occurred about a Dec. 12 budget workshop held by the BOS. Their decision was to omit the fire alarm panel, the ADA doors and the landscaping project from their and our budget even though the ADA doors and the landscaping funds will be funded from our donations/grants. In either case, there would be no tax impact. The trustees are required by RSA to get voter permission in order to spend our previously received donations. The net result was to put the fire alarm panel replacement, which is a safety issue, in our building maintenance budget and put out a Warrant Article to ask permission to spend about \$20,000 of our donations on building and site improvements. The Warrant Article text needs to be submitted before the budget hearing. L. Coe will check with the town's Administrator for the date and wording. The State Library Trustee Counsel and/or Town Counsel will be contacted regarding WA implications. The ADA door purchase is in abeyance for now.

The health insurance is going up by about \$3K or 15.67%. This increase will be incorporated into our budget. The town is giving a 3% COLA to its employees and we will be doing about the same.

Director's Report: Attendance at both adult and children's programs have increased considerably. The afterschool programs are full. Both use increases show that the Library is an improving popular social venue.

The heat in the foyer and circulation desk area was blowing cold air. The service company found a valve that was shut by mistake. An alternative would be to have a seven day clock on the blower system or a switch located downstairs to be flipped to engage the heated air.

There will be a Souper Sunday on February 2, most probably, at the Town Hall from noon -2. The Board is asked to attend and engage with the public from our talking points. A couple of soups will be served. Information re the event will be distributed through the Town newsletter, our website, a snail mailer, and Facebook.

Strategic Plan: There will be a meeting on the 15<sup>th</sup> at noon. There will be a meeting of the three committees as soon as possible when L. Pouliot is available. A Trustee sign-up sheet to inform the BOS of what the Library is doing at the first BOS meeting at 6 pm each month will be available. L. Pouliot also asks us and the staff to review the possible achievement awards list that will be sent out to see if one would be apropos.

The Board of Trustees will meet tentatively on January 9<sup>th</sup> at 10:15 to approve the final 2025 budget numbers.

The meeting adjourned at 4:55 pm upon a motion by L. Coe, seconded by B. Mutrie and all agreed.

Beverly Mutrie, recording Secretary.