

Hampton Falls Library Trustees

Special Meeting Minutes

FINAL

January 11, 2025

Attending at 10:04 am were Linda Coe, Chair, Amy Magnarelli, Vice-Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer and Tom Shek, Trustees. Also attending was Joanna Meighan, Director and Erin Sniderman, staff and guest. Absent was Laura Pouliot, Alternate and Ed Beattie, Selectman.

Discussion occurred regarding the date for the approval of the Library Trustees' Annual Report. It will be done at noon on Wednesday, the 15th unless edits are finished earlier. The draft will be emailed.

L. Coe found that our 2023 quotes (\$12-30K) for painting the exterior were for either 1 coat or two, including washing and priming. The Board approved asking for \$9,000 from taxpayers to add to our 2020 Expendable Trust Fund for painting/repairs to the building after L. Coe's motion with a second by A. Magnarelli. The proposed article is: "Shall the town of Hampton Falls raise and appropriate the sum of \$9,000 to be placed in the Library Expendable Trust Fund, established in 2020 for the purpose of repairs, replacements and improvements to the Hampton Falls Free Library. As of Dec. 31, this fund had a balance of \$21,000±." *(Exact amount to be determined by the Trustee of the Trust Funds)*

A second discussion ensued about the proposed warrant article to be allowed to spend \$20,000 of our donated funds on Library grounds' improvements, including gardens. It was agreed to read that it would lapse after 5 years instead of 2 years as grant funds and accomplishing the work timeline is not definite. L. Coe motioned to approve the proposed article with that change, A. Magnarelli seconded and all concurred. So the second proposed warrant article reads: "To see if the town will vote to raise and appropriate the sum of \$20,000 for the purpose of improvements to the Library grounds and gardens and authorize the Library Trustees to utilize donation funds and seek grants for this purpose. This article will be non-lapsing for the period of five years. No amount to be raised through taxation. NO TAX IMPACT"

We discussed the proposed budget for 2025 which has a bottom line of \$ 241,575, up from \$214,863 for 2024 due to the additional \$9500 for a new fire alarm panel plus payroll and benefits increases. A motion to accept the 2024 financial report from T. Shek, seconded by A. Magnarelli was voted approved. It included a total of \$4615.88 in over budget payroll expenses, contingency(\$1000) and unspent encumbered funds (\$220) to be repaid to the town.

B. Mutrie, A. Magnarelli, and T. Shek should sign up for election as Trustee from January 22-29.

The proposed 2025 meeting dates were deemed acceptable.

The Board will add reviewing the Personnel Policy, Volunteer Policy, Overdue Materials Policy and Internet Policy to the items to be discussed and approved this year.

Souper Sunday on Feb.2 has been approved by the BOS so it can be held at the Town Hall. L. Coe offered to make Sourdough Bread, T. Shek and B. Forgione offered soups for us to serve.

B. Mutrie will contact C. Schutte with the particulars of the event. The meeting adjourned at 11:30 upon a motion by A. Magnarelli, seconded by T. Shek and all agreed.

Beverly Mutrie, Secretary