

Hampton Falls Library Trustees

FINAL Meeting Minutes

August 28, 2025

Attending the meeting at 4pm were Linda Coe, Chair, Amy Magnarelli, Vice-Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer and Tom Shek, Trustee. Also attending were Laura Pouliot, Alternate Trustee and Joanna Meighan, Director. Ed Beattie, Selectman's representative, was absent.

The July **minutes** were accepted as amended upon a motion by L. Coe, seconded by B. Forgione, and all agreed.

Unanticipated **donation** amount of \$14021.55 with \$12,000 of that being a reimbursement (*see prior minutes*) from the FPL funds were approved upon a motion by B. Mutrie, seconded by T. Shek and all concurred.

The **Treasurer's report** for August was discussed. There were a few questions and corrections. The Rotary donated \$1000 to Summer Reading this year. The magnetic calendar expense for postage and printing will be put under the Postage line item. The Treasurer wondered why the merit pay disbursements did not show up in the town's reports. L. Coe will get merit pay numbers by person to B. Forgione. B. Forgione reported that we are now getting 1% reward on the Citizen's credit card and the borrowing cap will be increased. The NH Library salary numbers for 2024 and some for 2025 will soon be available. The Trustees will be discussing 2026 expenses such as salary increases, space needs expenses, program costs without the Humanities' help, Hoopla, Libby and book cost increases and perhaps a need for the new and old gardens' irrigation in next few months. Due to federal government removing GMILCS from their budget, the ILL service may mean more books need to be purchased.

The **Director reported** that there is a sign up for volunteering for the Sept. 20 Book Sale for baked goods and helping sort books using Sign Up Genius and a form to be filled out which will be coordinated by L. Pouliot and the Director. There will be a Space Team meeting next Tuesday at noon, and a Strategic Planning meeting on Sept. 17. The Recreation Committee has our dates for the Town's calendar. There was an over 70 person increase in visits and circulation was up 60 books compared to 2024. The Summer Reading program had 84 readers along with an increase in books read. T. Shek has scoped out and fixed the problem with the sprinklers. The Fire Panel was replaced and tested. J. Meighan will convey our concern that the building is not fully painted yet to the Town Administrator. The septic system will be pumped soon. We will get an estimate to extend the irrigation tubing from Epping Well & Pump.

We discussed the changes to the **Internet Policy** and agreed to delete the last proposed sentence in paragraph two. Paragraph three will be moved up to become paragraph two and a revised date added at the end. The policy will be posted near the computer desk. A motion to accept the revised policy was made by L. Coe, seconded by B. Forgione and all voted aye.

Discovery Gardens: There is a calendar for watering the Conservation garden on Google, asking for volunteers. The other two gardens (Story Walk and Historical) are still in the queue to be done this fall. Leah Knowlton, our Youth Librarian, was asked to visit with the western neighbor to impart our garden plans as he might have questions. He will be invited to come see our plans and talk further to L. Pouliot and Erin Sniderman. B. Mutrie will be liaison with the BOS and discuss the Discovery garden project's status at a September meeting.

B. Forgione listed the committees needed to fund the Discovery Garden going forward along with Outreach, Bookkeeping, Volunteer Management and Maintenance. We hope the Friends will help with some fundraising parties and events. There will be a Friends' Open House sometime in October.

The meeting adjourned at 5:55 pm upon a motion by L. Coe, seconded by B. Forgione and all concurred.

Beverly Mutrie, Secretary