

## Hampton Falls Library Trustees

### FINAL Meeting Minutes

January 22, 2026

Attending at 3:05 pm were Linda Coe, Chair, Amy Magnarelli, Vice-Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, Trustees. Also attending were Joanna Meighan, Director and Terry D'Amore, prospective alternate. Tom Shek, Trustee, arrived later. Ed Beattie, Selectmen's Representative was absent.

The minutes from December were approved with one spelling change "Terry" from Terri, upon a motion from A. Magnarelli, seconded by L. Coe and all agreed.

J. Meighan gave her monthly highlights. There will be a program featuring the Secretary of State to answer civics questions on Feb. 11. The Library is asking for Olympic reading challenge contest signups. The 'grand prize' will be a pass to Gunstock Mt. with other secondary prizes. *Tom Shek arrived.* The Fish and Game Moose talk was very well attended and Scott Faiia's talk on Nepal celebrations had about 15 attendees. There will be a program on January 31 on Mindfulness which includes making a meditation bottle, Om practicing, with meditation and stretching. This Saturday, there will be a Tech Connect session on Smart phones.

The Board reviewed J. Meighan's Annual Report and made a few edits. We suggested that the graphs with high color separation or even cross hatching depending on color or black and white printing were more appealing than a table with statistics.

B. Forgione reported that there was about \$1200 left in our budget to spend. The Board decided to encumber that against an estimate for the exterior repair and painting costs. B. Forgione will be compiling the Treasurer's annual report for the town and will review it with J. Meighan and perhaps L. Coe.

Building: One ADA door is now operable. Another set of openers had to be re-ordered for the interior set of doors. Mark Sikorski and the door vendor will be installing the push buttons. As a result, the bulletin board and the card table will have to be removed. The Town's plow service will have to clear both emergency double door thresholds and shovel a path to the oil tank once snow depth gets high. There will be a ribbon cutting w/ celebration on Feb. 7. B. Mutrie suggests asking Louise Merrill to attend to 'test' the doors. B. Mutrie and T. Shek will be on the Committee to obtain estimates asap to paint and repair at least ½ the building this year as painting contractor's time schedules get filled early.

Garden: a donation for a bench was received from Lou Gargiulo. The choices are wood, metal, granite and will be decided soon. Some signs still need inserts and updating with logos. Erin Sniderman has applied for a grant from the ALA to the Friends of the HF Library which will be probably be used for plants if received.

The Privacy Policy was reviewed and a few changes made. A motion to accept the amended policy was made by B. Mutrie, seconded by B. Forgione and all agreed. The policy will be sent to legal for review. A hold harmless statement will also be needed for the Request Form for a minor's records. A Director and Trustee must sign off with their approval on the form.

T. D'Amore asked about the overdue policy regarding large numbers of books overdue and if that warrants an immediate account suspension. The circulation program sets the parameters of when suspension happens as it's based on the value of the books. Our overdue policy will be discussed next month.

J. Meighan reported that there was an out-of-town card holder that wanted a card mostly to use Hoopla, a fairly expensive online digital streaming and reading service. The number of new out of town card holders will be monitored.

B. Forgione has signed up for re-election to the Board. The Town's deliberative session is February 4 starting at 5:30 pm.

L. Coe, J. Meighan, and Amy Dorgan from the Friends had a conference to discuss mutual goals. A decision from them and the Outreach Committee will be to emphasize "Accessibility" as exemplified by the ADA doors, a future hearing loop, the sensory and reflective gardens, and possibly increasing the number of hours open.

There will also be an increased effort to increase Library advocacy. To implement this, the Friends should have their own Newsletter. The Trustees could add articles on current legislation impacting operation of the Library, IMLS defunding that impacts ILL borrowings and Overdrive reimbursement, and the change to privacy laws for minors. The Friends can advocate with less restrictions than the Trustees through their newsletter. The Friends will be asking the Library's patrons for permission to contact them by email. The "Sign Up Genius" program instigated by Laura Pouliot is in the process of being transferred to Allison Di Pietro of the Friends.

A volunteer will be needed to send information to new residents. At our February meeting, the Board will discuss the possible transfer of our accounts to M&T bank and our Credit Card Policy.

T. Shek reported that the Space Committee will be working on adding a shelf to the vestibule for handouts. It might be possible to reuse the green shelf now serving as the computer table. A suggestion was made to have a Google Chrome Book that could be used at the Library for patrons and staff instead of the desktop version. There are extra funds in the Furniture and Fixtures line item for "New Books" shelving where the computer area is now. B. Forgione also suggested that we discuss the Bookkeeper's salary come February.

The meeting adjourned upon a motion by L. Coe, seconded by A. Magnarelli and all concurred.

*Beverly Mutrie, Recording Secretary*