

Hampton Falls Library Trustees

FINAL Meeting Minutes

June 25, 2026

In attendance at 4 pm were Linda Coe, Chair, Amy Magnarelli, Vice-Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, and Tom Shek, Trustees. Also attending were Terri D'Amore, Alternate and Joanna Meighan, Director. Absent was Ed Beattie, Selectman's Representative.

The minutes from May were reviewed and accepted with one change upon a motion by T. Shek, seconded by B. Forgione with all agreeing.

Unanticipated donations of \$540 were accepted upon a motion from A. Magnarelli, seconded by B. Mutrie and all concurred.

Director's Report: B. Forgione wished a change in the formatting of the statistics, specifically putting the year 2025 to the left of 2026. Discussion occurred about parking overflows as at the last event, there was parking on the street and the lower lot. L. Coe will inform Andria Hansen, Town Administrator about installing a sidewalk along the road and the lack of water filtration system for outdoor water that is making town buildings and signage rusty.

There will be a magic show on July 8th, an FBI discussion on July 16 and there was a good turn out at the Garden Party and ribbon cutting on June 20th. The Wildlife Encounters for Summer Reading had over 100 attendees at the Fire Dept.

The painters (Certa Pro) will be starting July 13. The existent water filtration system has to be re-invented based on a current water test, either using an air or a water softening system. Iron does not come out with the water softener system. The estimate would be from \$2700-2900 and we need to do it this year. L. Coe and B. Mutrie offered to attend when discussion with Water Expressions occurs.

Garden: The sign has been ordered for the bench along with others for plants. Four shrubs are failing, mostly under the maple tree canopy. BCB, our landscaper, will be contacted and a remedy sought. An irrigation system for this and the Pollinator garden will be installed in July with only a future hookup for any future gardens. Discussion re establishing a dedicated pool of funds for garden maintenance perhaps from our Vanguard fund ensued. B. Forgione will draft some specifications for a garden maintenance program.

Should there also be a non-lapsing fund with the Trustees as agents to spend for interior upgrades such as painting, rug replacement, furniture and fixtures? Andria Hansen will be asked about the mechanism for this also along with a garden maintenance fund.

Personnel Policy was discussed regarding vacation time for new hires to be 2 weeks with only the ability to have only two days 'borrowed'. A. Magnarelli will edit the vacation policy. A. Magnarelli will change full time from 39 to 32 hours.

The NHLTA submissions for our Library, Staff and Trustee awards needs a letter of support signed by all Trustees. L. Coe will draft it and all should sign it asap. B. Forgione reported that the M&T bank account is opened but we are waiting on the credit account.

Selection Policy: Add to request for Reconsideration Form: each material should have its own form and once challenged and there will be no reconsiderations of the same item for 5 years.

Librarians in the future will have to determine the quality of AI material. This to be discussed further.

B. Mutrie questioned the status of our Strategic Plan. The Board decided to bring back the Friends, Staff, etc to report. J. Meighan will find a date in September, even if it is an extra meeting.

The meeting adjourned with a unanimous vote upon a motion by L. Coe, seconded by A. Magnarelli at 5:50pm.

Beverly Mutrie, Recording Secretary