

HAMPTON FALLS LIBRARY TRUSTEES

FINAL MEETING MINUTES

JULY 23, 2026

Attending the meeting called to order at 4:00 PM were Linda Coe, Chair, Amy Magnarelli, Vice Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer and Tom Shek, all Trustees. Terri D'Amore, Alternate, Joanna, Meaghan, Director and Ed Beattie, Selectman's representative also attending.

The minutes from June had two changes. One to say "edit" of the vacation policy. The second was to pluralize "Wildlife Encounters". Linda Coe made a motion to accept the minutes as amended. Beth Forgione seconded that motion and all voted in favor.

Unanticipated donations of \$681.60 were accepted upon a motion by Beverly Mutrie seconded by Amy Magnarelli and all unanimously concurred. The Treasurer gave her report with the only questionable item being Miscellaneous. Most of that line item's costs were for the garden bench which was donated. Beth Forgione will ask the town administrator about getting an expendable trust for purchasing garden items with donated funds. The part time employees line item was also a bit higher, but that was not yet a concern.

The Treasurer reported that she will be sending a check for the remainder due for the payment to Certa Pro painters. A motion to request up to \$7000 from our ETF held by the Trustees of the Trust Funds to pay the painters was heard from Beth Forgione, seconded by Amy Magnarelli and all voted in approval.

The Library Director reported that there were over 100 people attending the first summer reading program at the Firehouse. As usual, patrons were parking on the street. Ed Beattie recommended that we ask Russ Hilliard, our Road Agent, about building a walkway along the street. The Director will ask other librarians about vendors to replace the carpet, probably to be done in phases. An RFP would specify a hi wearing commercial carpet of similar quality to what we have now. Ideally, the Space needs Committee would like to add a barrier between the adult section and the lobby area that can reduce sound transmission yet allow visibility.

BCB Horticultural Services should be inspecting, pruning and/or replacing at least three shrubs this fall and doing some maintenance. The Treasurer requests that we set aside some funds for a landscaping maintenance fund come budget time. She will check with the bookkeeper or Town Administrator as to what kind of fund.

The Board reviewed the vacation policy edits as drafted by Amy Magnarelli. According to the Family Medical Leave Act, the employer determines what are the employment categories. We might have to provide health care on a graduated scale with Income replacement and long/short-term disability for some part timers if hiring new employees is difficult.

The Board thought that the Kingston Selection Policy and the Wolfeboro AI policy deserve further study. No private data should be disseminated in or through any AI use. Joanna Meghan will draft a Selection Policy. Terri Diamore, Beth Forgione and Joanna Meghan will review the Wolfeboro AI policy for prospective language to use. Also, each material challenged should have its own form which Joanna Meghan will also draft. B. Forgione motioned to have it include a five-year no challenge period for each material reviewed. Tom Shek seconded her motion and all voted affirmatively. Our Collection Development policy was deemed satisfactory along with the rest of our Selection Policy. There will be a meeting of the Space Needs Committee August 12th at 6:00 PM.

We will be discussing merit awards in August along with Space Needs' funding at our next meeting. According to the Treasurer, we do not need an investment Policy as that is for any funds that are held in trust which we do not have. The meeting adjourned at 5:33 upon a motion by Linda Coe, seconded by Amy Magnarelli. All agreed.

Beverly Mutrie, Recording Secretary.