

Hampton Falls Library Trustees

FINAL Meeting Minutes

August 27, 2026

The meeting was called to order by Linda Coe, Chair at 4 pm with Amy Magnarelli, Vice Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, Tom Shek, all Trustees also attending. Also present were Joanna Meighan, Director, Terri D'Amore, Alternate Trustee, and Ed Beattie, Selectman.

The minutes from July were reviewed, changes proposed, and the draft will be redone for further review.

Unanticipated donations of \$54, mostly honey sales, were received. A motion to accept \$54 was made by B. Mutrie, seconded by T. Shek with the motion passing.

Director's Report: There were great programs for the last month with good attendance, although not as great as last year. Some of this year's programs were more geared to children rather than families. There were also fewer signups of children for the Summer Reading programs, but there were 15 new cards given to residents (4 were children). The FBI, Bobcat, Qugong programs were well attended. Leah has done outreach at the Farmer's Market, the Summer Camp and Kids Nite Out.

There will be a talk by the Conservation Chair on Poisonous Plants on September 8 and Lisa Baretto will talk on "The Golden Age of Illustration" at the end of September. The children's reading programs will begin at the end of September. Adult summer reading raffle ends tomorrow.

Building: The Space Needs Team met recently and discussed the "wish List" with number one being lockers for the staff to protect their coats and valuables. That plus putting money aside for the carpet replacement would mean asking to spend ~\$8K from our donation funds through a warrant article this year and probably for the next few years. A hearing loop is also on the 'wish list'. B. Forgione asked the Town Administrator about the difference between a capital improvement and maintenance. Painting, carpet, and general repairs to plumbing, electric, and etc. are maintenance items. Moving walls or changing doors were more capital items. Also discussed were replacing the current adult fiction shelving with track shelving that is motorized which could be a great space saver. In general, we agreed to use our donation funds to improve the building's interior.

L. Coe reminded us that an RFP was put out to build a walkway along Drinkwater Road from the PSB to at least our driveway in May 2022. There were no estimates received as the job was deemed too small at that time. Now, a straighter asphalt walkway could be built about 5' from the road and bury conduit near it for lighting. The lights would have to be down shielded. Issues would be making sure it is passable in winter (snow blowing, salting, sanding etc.) and lighting that would shut off at 9 pm. Ed. Beattie will look into getting another street light there and will ask Patterson Paving to pave after Russ Hilliard prepares the ground properly.

Going Green Landscape submitted an estimate for garden maintenance including spring and fall cleanup, weeding, trimming, mulching and playground chips for \$8K/year. Funds for this should be put in our budget. Perhaps, the Friends would be able to help with some of this cost. The Rye Garden Club would like a picture of their contribution's result, i.e. the Story Walk garden signs. BCB Landscaping will replace the shrubs once the irrigation system is installed.

B. Forgione made a motion to hire John Patterson of Water Expressions to replace the water filtration system and tank along with adding ozone for \$4300. A. Magnarelli seconded her motion and all concurred.

There was a puddle in the main lobby Tuesday morning. T. Shek inspected and could find no obvious drips or failures, other than the attic floor was wet and it was near the air handler. Ken Crooks replaced the faucet in the MP room. The exterior painting job was inspected and deemed to be satisfactory. The irrigation quote from Jeff Derosiers has yet to be received. If the garden is to be expanded to include the Reading Garden a new quote will have to be received asap as there is limited time to arrange payment.

Selection Policy: B. Mutrie questioned if the Selection Policy has the same rules for the Historical Book section. It does not. Per prior motion, the form for reconsideration for a certain material should be stated to be good for 5 years. A motion to accept the Selection policy as amended was made by A. Magnarelli, seconded by L. Coe and all agreed.

Health Benefits for part-timers: After some discussion and review of A. Magnarelli's findings, we agreed that giving a health stipend would be the best solution and could be prorated according to hours worked. This medical benefit is not reported as income. This topic will be revisited next month.

A. Magnarelli, B. Forgione and J. Meighan will meet to discuss our and Wolfeboro's AI policy.

Budget 2026: In general, the budget will have some increases in utility costs, materials, and salaries and will be discussed further after the non-public discussion on salary increases.

25th Anniversary of the Library Building: B. Mutrie will give info to J. Meighan with a picture to be put in the Newsletter.

A motion to go into Non-Public session was heard at 5:53 pm for the purpose of discussing merit and salary raises was made from B. Forgione with A. Magnarelli seconding the motion and all voted "Aye" by roll call vote.

A motion to come out of non-public session happened at 6:34 pm with a second to the motion heard from A. Magnarelli and a positive roll call vote by the Board.

A motion to seal the non-public minutes was made by B. Forgione, seconded by A. Magnarelli was affirmed.

A motion to adjourn was made at 6:35 by L. Coe, seconded by B. Mutrie and all vote 'yes'.

Beverly Mutrie, Secretary