

Hampton Falls Library Trustees

Special Meeting Final Minutes

December 29, 2023

Attending at 4:30 were Linda Coe, Chair, Amy Magnarelli, Vice-Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, Tom Shek, voting Alternate and Director, Joanna Meighan. Absent were Richard McDermott, Trustee, Laura Pouliot, Alternate, and Ed Beattie, Selectmen's Representative.

We met to discuss the proposed Warrant Article for funds to pay for the Strategic Plan as proposed in the S. P. Committee's RFP. The basic wording of the Warrant Article was suggested by Karen Anderson, Town Administrator and tweaked somewhat after discussion.

The final wording is:

Warrant Article No. ____ LIBRARY'S STRATEGIC PLANNING

To see if the Town will vote to raise and appropriate \$25,000 for the purpose of engaging a strategic planning consultant to develop a long-term strategic plan for the Hampton Falls Free Library. This amount is to come from Library donation funds and will not lapse until the project is completed or December 31, 2026 or whichever is sooner. No amount is to be raised from taxation. NO TAX IMPACT.

B. Mutrie motioned to accept the proposed wording with L. Coe seconding and all voting in approval.

The Board were grateful of the offer of the Friends to do some PR to promote passage of the Warrant Article to the voters. The board suggested using the two newsletters, the bulletin boards, the roadside sign, a leaflet, social media and maybe even an event at the Library to answer questions.

The Board discussed how to use our accumulated donated funds for specific projects and get permission to spend them. We agreed to encumber any leftover budgeted funds for the painting contract and will encumber \$2110 for David Lariviere to do the window trim and sills, R.B. Allen for \$2040 for repair of the alarm system and \$2500 for AECOM for repair of the insulation in the attic upon a motion by L. Coe, seconded by T. Shek and all voted in the affirmative. Beverly suggested looking into putting unspent donation funds into a Foundation, an Expendable Trust or a Capital Reserve Account. More research will have to be done to find the best solution.

The meeting adjourned at 5:25 pm upon a motion by A. Magnarelli, seconded by T. Shek and all agreed.

Beverly Mutrie, Recording Secretary.