

Nesmith Library Board of Trustees

Meeting Minutes

Tuesday, October 14, 2025

Nesmith Library, 7:00 pm



Present:

Trustees: Theresa Abbamondi (Assistant Chair), Jennifer Cutler (Treasurer), Catherine Girata (Corresponding Secretary), DJ Withee (Member at Large), Stephanie Lohret (Assistant Treasurer), Robin Bostic (Recording Secretary)

Director: Sylvie Brikiatis, Assistant Director: Karen Burbank was absent.

Public:

Absent: Beth Talbott (Chair) was absent.

Call to Order: at 7:04 pm.

Mission statement: Read by Theresa Abbamondi

Approval of Meeting Minutes:

A motion was made by Stephanie Lohret to approve the amended minutes of the Public Session of September 12th, 2025. The motion was seconded by DJ Withee. Motion passed 6-0.

Acceptance of New Gifts: No new gifts.

Review of Correspondence: No correspondence has been received.

Reports:

F.L.O.W. Report

DJ Withee attended and reported FLOW is not participating in Harvestfest. They will be participating in the town tree lighting ceremony. There are 94 FLOW members. May 30, 2026 is the date for the Strawberry Festival.

Director's Report

Overview.

Circulation

In September 2025, 14935 items were loaned. Trend:

2023: 15543, 2024: 15879

People Counter. Visits during September 2025: 5523

2022 – 4001

2023 – 4502

2024 - 4878

Building and property maintenance

- Story Garden Fencing will be replaced in October and is being paid for by FLOW.
- There is no update on wifi.

Personnel

- A staff meeting was held on 10/26.
- Staff worked diligently on ensuring book ordering continued with appropriate suppliers.
- An interview was held for Assistant Bookkeeper.

Communication

- An update on legislative changes was provided to staff.
- Survey participation has been extended thru 10/31.

Other

- The Director chaired the GMILCS executive board meeting.
- The Director and Chair met with the town budget group to review the budget.
- The Confidentiality Policy which was vetted with other libraries was submitted to the town attorney for feedback. Once approved, the policy will go into effect January 1, 2026.
- The Confidentiality of Records Policy draft for all of GMILCS has been completed.
- A presentation was provided by the Director about library policies for new Directors.
- Book ordering update was provided on Baker and Taylor who have gone out of business. Amazon and Ingram are now our main book providers.
- A meeting was held with the Policy Committee.
- Trustees of the Trust fund set up a procedure for the payout of interest on library trusts.
- GMILCS is moving toward auto renew and standard loan periods.

Treasurer's Report:

70.2% of expenses have been spent. The library remains in compliance with RSA 32:7.

New Business:

Budget Update and Timeline-

- The 2025 budget is \$50,000 under employee expense and \$20,000 is anticipated in materials. We may be over budget in operational expenses.
- The 2026 budget has a projected 5.7% increase year over year due to increase in personal cost.

The 2026 Holiday schedule was reviewed. DJ Withee made a motion to accept the schedule. Jen Cutler seconded and the motion passed 6-0.

Old Business:

Operating Policy Committee met September 10th, 2025. Another meeting will be scheduled to finalize the draft policy which will be reviewed by the Board.

FLOW meeting will be attended on November 3 by Stephanie Lohret and December by [Cathy Girata](#).

Strawberry Festival Meetings will be virtual from October-December 2025. [Theresa Abbamondi](#) and [Stephanie Lohret](#) will be Strawberry Festival Liaisons.

Public Comment: No public comments were made.

Announcements: Next meeting: November 10, 2025 at 7:00 PM

A motion to adjourn was made by Theresa Abbamondi and seconded by Jen Cutler. The vote passed 6-0. The meeting adjourned at 8:13 pm.

Respectfully submitted,

Meeting Minutes

Robin Bostic, Recording Secretary