

Nesmith Library Board of Trustees

Meeting Minutes

Tuesday, August 11, 2026

Nesmith Library, 7:00 pm

Present:

Trustees: Beth Talbott (Chair), DJ Withee (Assistant Chair), Stephanie Lohret (Treasurer), Natalie Grace (Assistant Treasurer), Robin Bostic (Recording Secretary), Mike Knox (Member at Large)

Director: Erin Matlin

Assistant Director: Karen Burbank

Absent: Patty Doyle

Call to Order:

The meeting was called to order at 7:02 pm.

Mission Statement:

Beth Talbott read the mission statement.

Approval of Meeting Minutes:

The June and July meeting minutes will be reviewed and approved during the August meeting.

Acceptance of New Gifts:

- \$96 unrestricted grant received from Richard Dube.
- \$1,000 unrestricted grant received from Derry Medical.
- \$1,000 unrestricted grant from George McCarthy.
- 3 books received from the Women's Voting League.

A motion to accept the donations and books was made by DJ Withee; Mike Knox seconded the motion. The motion passed 6–0.

Review of Correspondence:

A local Windham patron sent a letter expressing concern about the Teen Tarot Cards class being offered by the Library. The matter was discussed with the Trustees. It was determined that a formal response is not necessary or requested. The patron may file a formal reconsideration request of any Library policies.

Housekeeping:

The new interim Trustee, Mike Knox, was introduced to the Board.

Strawberry Festival / FLOW:

FLOW does not meet in the summer; nothing to report. Trustee DJ Withee volunteered to attend the next FLOW virtual meeting on September 1st. Natalie Grace will attend the September 14th meeting.

Director's Report Summary:

Circulation continues to increase year over year.

June 2026 Circulation

Period	Items Loaned	People Counter
June 2026	9,084	6,024
June 2024	15,118	4,930
June 2025	15,975	6,061

(2023 People Counter: 5,521)

July 2026 Circulation

Period	Items Loaned	People Counter
July 2026	11,224	6,054
July 2024	19,708	4,790

Period	Items Loaned	People Counter
July 2025	18,751	6,095

(2023 People Counter: 3,439)

Building and Property Maintenance:

- The book drop has been damaged and will need to be repaired.
- Landscapers came and maintained the grounds.

Technology:

- Wi-Fi was updated.

Personnel:

- Individual meetings with staff are being held by the Director.

New Business:

- New steps with railing are to be placed.
- A new ADA Policy will be drafted for Board review.

Old Business:

An interim Librarian, Morgan LaCaillade, was hired and will be able to continue working in the fall for eight hours on Sundays, at Grade 9, Step 1. The Children's Assistant position will also be Grade 9, Step 1. Staffing costs will remain under budget for personnel.

A motion to approve Grade 9, Step 1 for Sundays and one evening was made by DJ Withee and seconded by Mike Knox. The vote passed 6–0.

The Director requested approval to post the Children's part-time position. DJ Withee made a motion that the position be posted; Stephanie Lohret seconded the motion. The vote passed 6–0.

Budget Update:

The next year's town budget is being considered. Large projects are needed in the Town Center, which will impact the Library budget.

Treasurer's Report:

The Library remains in compliance with RSA 32:7. Fifty-three percent (53%) of the budget has been spent.

Public Comment:

Members of the public may be recognized for comments during this time. The Chair reserves the right to limit comments, pending timing and public attendance. No public comments were made.

Announcements:

The next meeting is Tuesday, September 8, 2026, at 7:00 pm.

Adjournment:

Stephanie Lohret made a motion to adjourn, which was seconded by DJ Withee. The vote passed 6–0. The meeting adjourned at 8:02 pm.

Respectfully submitted,

Robin Bostic, Recording Secretary

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