

## **Nesmith Library Board of Trustees**

**Date: June 12, 2023  
Meeting Minutes FINAL**



### **Present:**

Trustees: Theresa Abbamondi (Chair), Karen Moltenbrey (Assistant Chair), Catherine Girata (Recording Secretary), Jim Murphy (Treasurer), Jennifer Lopez (Assistant Treasurer), Tara Picciano (Member at Large)

***Director:*** Sylvie Brikiatis

Absent: Assistant Director: Nancy Vigezzi

Public: Mark Branoff

**Call to Order:** The meeting was called to order by T. Abbamondi at 6:38 pm.

**Mission statement:** Read by T. Abbamondi

As chair, T. Abbamondi set the public comment policy. Public input will be held until the last of the agenda items, though exceptions can be made by the chair. Comments will be limited by the number of people speaking.

### **Approval of Meeting Minutes:**

A motion was made by K Moltenbrey to approve the amended minutes of May 8, 2023. T. Picciano gave a second. The vote passed 6-0.

### **Correspondence:**

There was no correspondence.

### **Gifts:**

- The Windham Lions Club donated 2 Dwarf Lilacs.
- TAG donated \$775 in cash for the teen area.
- Richard Dubuc donated \$100 (unrestricted).
- Derry Medical donated \$1000 (unrestricted). This will be spent on the study pod.

A motion was made by T Picciano to accept the gifts as stated by Sylvie. K. Moltenbrey gave a second. The vote passed 6-0.

### **FLOW:**

Recap of the Strawberry Festival.

### **Director:**

- The “Brick Project” is completed. It has received an overwhelmingly positive response. Some additional plants will be planted. Stainless steel railings will be added.

- Teen area is expected to be completed end of July. Ribbon cutting ceremony to occur in September.
- OS was corrupted on patron computers due to a lightning strike. It was reinstalled.
- Sylvie received a cost effective quote which included Dell Computers. The leasing company, that leases the staff computers, provided a quote outside of Dell Computers, which was less cost effective.
- There will be a part time employee needed in mid-July. The role is for the Childrens Library Assistant.
- HB321 has passed the House and Senate. The Governor is expected to sign HB321. (Pertains to the sealing of Non-public minutes)

### **Treasurer:**

- As of 5/31/23 41.666% of the year has passed. 2023 YTD shows a spending of 37.3% of the budget. The Nesmith Library remains in compliance with NH RSA:32.7
- On May 18, J Murphy mailed paperwork to NH Public Deposit Investment Pool. They have yet to receive it. He is repeating the paperwork process.

### **Trustee Committee Reports:**

Nothing to report

### **New Business:**

- The Trustees are accepting applications to serve a seat on the Library Trustee Board for remainder of the term. This was left open due to N. Alawa's resignation. The term will end at the town meeting in March of 2024.
- This notice was posted this in the paper. M. Branoff raised concerns that it was "not officially posted". Visibility of this Trustee Seat needing to be filled has been posted in required (3) places. To date, (3) applicants have stepped forward.
- The Library Trustees will meet July 10 to consider applications that will be passed on to the Board of Selectman.

J. Murphy made a motion to accept Nadia's resignation, with regret. T. Picciano gave a second. The vote passed 6-0.

K Moltenbrey made a motion to meet July 10, T. Picciano gave a second. Vote passed 6-0.

### **2024 Budget**

- A draft 2024 budget has been presented by Sylvie with an approximate 5% increase. This is to adjust for items, such as property maintenance and utilities.
- GMLCS dues are due. Increase due to Aspen overlay and hosting.
- Hoopla spending is projected to be 15K this year. This cost needs to be reduced. This service is not curated. The cost is \$2.15/circulation. There are 350 users.
- Overdrives's cost is \$.38 per circulation. Currently there are 700 users. This is curated.
- Cloud Library's cost is 10K. This is voluntary, as each library decides how much to put in. Cost is under \$1.84 per Circ.

J Murphy moved to reduce the number of times a cardholder uses Hoopla to 4 times per month.

J. Lopez gave a second. The vote passed, 5-0-1 (T. Picciano stepped out a 7:45pm and did not return.)

## **Old Business**

- The update on Sylvie's office space is completed.
- Strawberry Festival Update
  - The Shortcake Recipe instructions need to be reviewed.
  - Lessons that were learned are that signage needs to be increased to acknowledge donors, as well as help for cleaning up (removal of tape from flooring etc.)
- Capital Improvement Plan needs to have the following considered:
  - Parking lot needs to be restriped.
  - Exterior of Library needs to be repainted (~\$50K) Carpentry will be needed
  - Childrens room need to be redesigned (perhaps designer would be needed)
  - Windows and doors need to be updated.
  - Investigate as to who was on the original building committee for input.
  - Sylvie will reach out to the Peterborough Library, as a reference.
  - Look to find money on a needs assessment

## **Announcements:**

- The next trustee meeting is July 10, 2023, at 6:30pm.
- NHLTA will host a Trustee Orientation Workshop on July 17, 2023 at the Center at Triangle Park (Health Trust/NHMA Bldg.) 25 Triangle Park Drive, Concord, NH. Registration deadline is July 12

A motion to adjourn was given by K Moltenbrey. A second was given by J. Murphy. The vote passed 5-0. Adjourned 8:17 pm.

Respectfully submitted,

Catherine Girata  
Final Meeting Minutes