



BOARD OF TRUSTEES MEETING
Monday, September 8, 2025, 7:00-9:00 PM
Location: Converse Free Library

DATE: 9/8/25 TIME: 7pm TYPE OF MEETING: Regular

PRESENT: Alex Bortolot (Chair), Philip Kinsler, Meg Lysy, Alex Nunez, Erin O'Donnell, Deb Robinson, Judy Russell (Director), Nicole Tadlock

ABSENT: John Campbell, Courtney Wise

PUBLIC PRESENT: None

Call to Order at 7:10pm

1) Public comments - none

2) Approval of August 4, 2025 meeting minutes

- Phil Kinsler made a motion to approve the minutes, Deb Robinson seconded, all are in favor to approve

3) Library Director's Report

- Reviewed collections and statistics
 - Added 1,800 new items since the start of 2025; deaccessioned 1,461 items
 - Current physical collection: 40,134
- Judy will meet with Principal D'Entremont on September 30th to revisit the school and library's Memorandum of Understanding
- Another website issue last week; Judy is working with ByWater Support
- Summer reading program: 114 students registered, 30 returned reading records and received free t-shirts. The entire SRP program attendance was 390.
- The Energy Committee and the HVAC system update: ARC ended up being the only company to submit a final bid. Scott Nichols of ARC presented three options and the Energy Committee counter proposed a combination of one option and half of another.

- Question for the board: can we contribute \$1000 to the energy project from the general fund? (The Energy Committee would be covering \$33,000.)
- Board discussed the budget and we have \$3260 unencumbered so we can pull the \$1000 from that
- Phil Kinsler made the motion to approve, Erin O'Donnell seconded and all in favor to contribute \$1000 to the HVAC project
- Board reviewed the space in the Balch Room where the unit might be installed and, considering the design and function of the room, agreed that the location would work well
- Concrete project:
 - In the final stages right now. Rich Clifford has been wonderful to work with and is going above and beyond to ensure a quality project
- Dina provided Judy with a YTD report of our Town budget. Budget is in good shape
- A bill passed in the NH legislature to allow parents and/or guardians to request what any minor in their household has checked out from the library. . This will impact the library and its policies and will need to be reviewed by the policy committee

4) **Treasurer's Report – Alex N.**

- Biggest expenses were the two dehumidifiers last month
- Reviewed Trustee checking account and CD balance.
- CD matures in December and Alex N will add a \$250 donation (by request of donor that the gift be invested) to it in November
- Trustees of the Trust Fund update from Phil

5) **Committee Reports**

Buildings and Grounds Committee – Erin and Judy

- See Librarian's Report
- Back doors estimate update pending
- Parking lot lines complete – thank you Erin and Deb!

Strategic Planning Committee – Alex B on behalf of Courtney

- Next week Courtney will reach out to the subcommittees to be a persistent presence in getting meetings scheduled
- Alex gave an update on the board assessment work he has been doing with consultant Anne

6) **Friends Report**

- Next meeting is Monday, September 22, 2025, 10:30am. Courtney will be unable to attend this meeting; Alex will reach out to the board to find an alternate if possible.

7) **Business Requiring Action or Discussion**

Library Board/Staff social event date selection

- i. October 20, 2025 at 5:30pm
- ii. Alex B will create a sign-up genius for potluck

8) **Upcoming Events**

- For a list of upcoming events see <https://lymenhlibrary.org/events/>

Meeting Adjourned: 8:30pm

Next Meeting: October 6, 2025

Submitted and recorded by Meg Lysy