



BOARD OF TRUSTEES MEETING
Monday, April 6, 2026, 7:00-9:00 PM
Location: Converse Free Library

DATE: 4/6/2026 TIME: 7pm TYPE OF MEETING: Regular

PRESENT: Alex Bortolot (Chair), John Campbell, Philip Kinsler, Alex Nunez (Treasurer), Erin O'Donnell, Deb Robinson (Acting Secretary), Judy Russell (Director), Nicole Tadlock, Ann Christiano

ABSENT: Meg Lysy (Secretary)

PUBLIC PRESENT: None

Call to Order at 7:08pm

1. Public comments None.

2. Approval of March 2, 2026 minutes

Judy requested to amend minutes: instead of "Concern raised that bills have gone into arrears that the library could have paid directly," say that: Judy suggested that it would be preferable to pay bills with monies released by the Select Board in advance.

Phil moves, Erin 2nds to approve March minutes. Passed unanimously.

3. Library Director's Report

- a. Library Clerk position for 12-18 hours has been posted on the CFL website. Will post to other sites (Valley News, library joblines, etc.) asap.
- b. Requests for a weekly adult chess and puzzling programs will be accommodated as soon as possible
- c. New fiber arts exhibit opens officially with reception on Wednesday, April /8, 5-7 pm.
- e. Thursday: Zoom program will be NH Humanities Council-sponsored book discussion on *Book of Ages: The Life and Opinions of Jane Franklin*,

- f. Saturday: Friends' book sale.
- g. Monthly Statistics: Overall lending for the month of March broke a record with 3,711 items..
- h. Librarian's Report: School approved the MOU until 2031. Alex B. and Elizabeth Glenshaw (Chair, Lyme School Board) will sign
- i. \$10,000 ALA Libraries Transforming Communities/Accessible Small and Rural Communities grant approved for CFL. An official announcement will come next week. Judy intends to use the money to help pay for the back door project and will seek matching funds from local donors. The grant requires training and convening community discussions around accessibility. Judy shared the schedule in her Librarian's Report.

4. Treasurer's Report – Alex N.

- a. March: Alex N moves, Phil seconds to accept \$1000 in unpurposed donations.
- b. Alex transferred \$10,009.27 from the CD to our checking account to cover the cost of the new oil burner. In December, Judy spent \$44 over the \$300 she was allocated for staff and volunteer holiday gifts. Ann moved and Deb seconded to reimburse Judy in full. Motion passed.
- d. All agreed that that our CD is a very small cushion now, and the need to plan for fundraising is here

5. Committee Reports

- a. Policy Committee/Continuing Business** - Alex. At the Select Board meeting attended by Alex B and Judy, both parties discussed the shared MOU. SB will consult town lawyers on financial obligations for library maintenance.; The MOU will be discussed again at the next SB meeting. Judy shared that different towns approach coverage of emergency infrastructure expenses variably; more discussion re: "major repairs to the building" to come.
- b. Buildings and Grounds Committee.** Spring Clean-up: May 2nd and 3rd; Erin will be at the library with anyone else who can come.
- c. Technology Committee** - Judy may spend more than the allocated amount in the 2026 town budget for Computer Maintenance and Supplies, due to unexpected hardware needs (possibly a new CPU, printer, and Mac desktop in addition to the desktop already purchased)
- e. Correspondence** - John wrote 6+ thank you notes to donors.
- f. Strategic Plan Subcommittees Update**
 - 1. **SPS2/Infrastructure** - Depletion of capital reserve funds necessitates warrant article to begin to replenish ongoing maintenance fund,, with private fundraising to follow. The next meeting, in May, will be

finalizing known, scheduled projects and confirming cost estimates. The committee hopes to approach the town with ½ of the needed amount in a warrant article, and an additional amount will be fundraised. Erin will present to the board in June mechanics of bringing forward a warrant article to address both funding major projects and changing the board size.

2. **SPS3A/Staffing** - has not met due to changes in in Trustee membership
3. **SPS3B/Succession** - has not met due to changes in in Trustee membership
4. **SPS1/Community Needs** -

6. Business Requiring Action or Discussion

- a. **Interim Trustee recruitment.** Names were mentioned to fill the remaining one year of Deb Robinson's slot. Availability for meeting re: strategic planning would be good. Fundraising expertise would be helpful. By the end of Monday, April 13th, Board members will respond to Alex B's form for prospective board members.
- b. **New committee members** Alex B will move to Personnel.
Ann will join Buildings and Grounds.
John will replace Alex B. on the Policy committee.
Judy will take over coordination of Strategic planning and meeting scheduling.
- c. **NHLTA Spring Conference.** Ann, Erin, and Nikki will attend the May 27 NHLTA spring conference in Manchester. They'll confer about which sessions they'll attend so together they can take in as much as possible. .
- d. **Library/Board areas of responsibility:** Review of NHLTA manual pages - tabled until May.

7. Friends Update. Book sale is Friday. John will attend the next meeting on April 20.

Adjourned: 8:59 pm
Next Meeting: May 4, 2026

Minutes recorded by Deb Robinson and reviewed for accuracy by Judy Russell and Alex Bortolot