

LIBRARY TRUSTEES' MEETING

July 22,

2025

5:30 PM

PRESENT

Kate Norton, Chris George, Douglass Knight, Natalie Ducharme. Kate Norton called the meeting to order at 5:31 PM.

MINUTES

The revised June minutes were reviewed. On a motion by Douglass Knight, seconded by Chris George, the minutes were passed 3-0.

TREASURER'S REPORT

There was no Treasurer's Report for June. Ms. Ducharme presented the April '25 and May '25 checking account statements. The April '25 statement has the ending balance of \$66,869.97 and the May '25 statement shows a balance forward from April as \$66,871.06. The Trustees will research this discrepancy. Douglass Knight noted that he he has been added to the library accounts

There are 3 bills to be paid at this time.

-Center Point Large Print invoice of \$27.27. On a motion by Douglass Knight, seconded by Chris George, the payment of this invoice passed 3-0.

-Center Point Large Print invoice of \$55.19. On a motion by Douglass Knight, seconded by Chris George, the payment of this invoice passed 3-0.

-Derry Public Library invoice of \$11.00. On a motion by Douglass Knight, seconded by Chris George, the payment of this invoice passed 3-0.

In addition there was a reimbursement to sign that will go to Town.

\$198.21 Reimbursement to Natalie Ducharme for the purchase of children's Amazon books for the Intergenerational Collaborative of Salem's event "Fiesta of Fun". On a motion by Douglass Knight, seconded by Chris George, the authorization of the reimbursement passed 3-0.

OLD BUSINESS

The first Order of Old Business was 2026 Operating Budget.

Ms. Ducharme reported that town is switching to new budget software from Gravity IGM. She attended a workshop regarding this software. The timeline for the 2026 budget process has not been released, nor have the budget goals been issued. She is not anticipating any major changes in the operating budget, but has not seen the personnel costs yet.

NEW BUSINESS

The first order of New Business was Incremental AC units in the wing of the building.

Ms. Ducharme explained that CAC is having unanticipated difficulty finding parts to repair one of the units. There is a second unit that is also in need of repair. There are 4 units in this wing and 1 in the Kelly Room. The last time these units were rehabbed was 12 years ago. This may become a capital project in the next few years if the units are unable to be repaired. She and the Senior Custodian will keep monitoring this situation.

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The second order of New Business was Fire Chief, Craig Lemire's email requesting that Kelley Library become a Cooling/Warming Center.

After a brief discussion, the trustees voted. On a motion by Douglass knight, seconded by Chris George, the trustees unanimously voted to become a Cooling/Warming Center.

DIRECTOR'S REPORT

Ms. Ducharme reported that the Summer Reading Program is going well. There were new programs added this summer, including; Read with Rocky, PALs Elementary School Visit. The Teen Book Club continues to be popular and the Build a Friend program was hugely popular. She also reported that the dying cherry tree was removed.

TRUSTEE MATTERS

There were no trustee matters.

PUBLIC MATTERS

There were no public matters.

DATE AND TIME OF NEXT MEETING

The Trustees set the date and time for the next meeting:

-Tuesday August 26, 2025 at 5:30 pm in the Beshara Room

ADJOURNMENT

On a motion by Douglass Knight, seconded by Chris George, the trustees voted unanimously to adjourn the meeting at 6:01 PM.