

LIBRARY TRUSTEES' MEETING

September 21, 2026

5:30 PM

PRESENT

David Hickernell, Chris George, Douglass Knight, Natalie Ducharme and Laura Stevens. David Hickernell called the meeting to order at 5:30 PM.

MINUTES

The minutes of August 31, 2026, were reviewed. On a motion by Douglass Knight, seconded by Chris George, the amended minutes were unanimously passed.

TREASURER'S REPORT

The trustees reviewed the excel year-to-date report and made suggestions of how to make the report more useful. Ms. Ducharme will bring the new format to the next meeting. Ms. Ducharme also presented the first annual billing report from GMILCS. This new report tracks monies owed to each library and what each borrowing library owes for lost or damaged materials.

August 2026

Balances in Board of Trustees' accounts are as follows:

NH PDIP	\$72,873.38
Checking Account (Salem Co-op Bank)	\$9,984.13
Certificate of Deposit (Salem Co-op Bank)	\$12,034.41
Subtotal	\$94,891.92
Brock Trust Fund Interest Acct (Salem Co-op)	\$250.09
Subtotal	\$250.09
<i>Total Board of Trustees' Funds</i>	<i>\$95,142.01</i>

There are six bills this month.

On a motion by Douglass Knight, seconded by Chris George, the trustees unanimously voted to pay the Center Point Large Print books invoice for \$132.45 using Brock Trust funds.

On a motion by Douglass Knight, seconded by Chris George, the trustees unanimously voted to pay the Cengage invoice for \$417.75 using Brock Trust funds.

On a motion by Douglass Knight, second by Chris George, the trustees unanimously voted to pay Derry Public Library \$21.04 for lost and/or damaged items.

On a motion by Douglass Knight, seconded by Chris George, the trustees unanimously voted to pay Manchester City Library \$41.49 for lost and/or damaged items.

On a motion by Douglass Knight, seconded by Chris George, the trustees unanimously voted to pay Nesmith Library Board of Trustees \$13.70 for lost and/or damaged items.

On a motion by Douglass Knight, seconded by Chris George, the trustees unanimously voted to pay Wadleigh Memorial Library (in Milford, NH) \$18.99 for lost and/or damaged items.

OLD BUSINESS

The First Order of Old Business was the 2027 budget update.

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Ms. Ducharme reported that a change in health insurance (line 70100-4176) has changed the bottom line of the budget from 2.3% to 3.84%. The trustees discussed if and/or how this would change the budget process moving forward.

NEW BUSINESS

The First Order of New Business was Memorandums of Understanding.

Ms. Ducharme reported the library has an informal agreement with the town. Ms. Ducharme wanted to share that other towns and libraries can choose to have formal written Memorandums of Understanding. Ms. Ducharme shared that GMILCS, Inc., will be writing a new formal Memorandum of Understanding with the Hooksett Public Library. Ms. Ducharme shared that there is no need to change the agreement with the town as it has worked well for decades.

DIRECTOR'S REPORT

Ms. Ducharme reported that programming in August was limited as the Youth Services staff plans for the fall. Attendance in August was over 8,800 which for a month with limited programming was impressive.

TRUSTEE MATTERS

There were no trustee matters.

PUBLIC MATTERS

There were no public matters.

DATE AND TIME OF NEXT MEETING

To Be Announced as the trustees will be attending Town Council and Budget Committee meetings in October.

ADJOURNMENT

On a motion by Douglass Knight, seconded by Chris George, the trustees voted unanimously to adjourn the meeting at 6:38 PM.