

# LIBRARY TRUSTEES' MEETING

July 28, 2026

5:30 PM

## PRESENT

David Hickernell, Chris George, Douglass Knight, Natalie Ducharme and Laura Stevens. David Hickernell called the meeting to order at 5:35 PM.

## MINUTES

The minutes of May 18, 2026 were reviewed and amended. On a motion by Douglass Knight, seconded by Chris George, the amended minutes were unanimously passed.

## TREASURER'S REPORT

### **May 2026**

*Balances in Board of Trustees' accounts are as follows:*

|                                           |             |
|-------------------------------------------|-------------|
| NH PDIP                                   | \$75,200.92 |
| Checking Account (Salem Co-op Bank)       | \$9,057.19  |
| Certificate of Deposit (Salem Co-op Bank) | \$11,973.86 |
| Subtotal                                  | \$96,231.97 |

|                                              |            |
|----------------------------------------------|------------|
| Brock Trust Fund Interest Acct (Salem Co-op) | \$3,849.51 |
| Subtotal                                     | \$3,849.51 |

**Total Board of Trustees' Funds**      \$100,081.48

There are two bills to pay this month.

-Invoice for The Professor Bugman program for \$250.00 (with a Salem Area Women's Club donation)

- invoice for \$10,000.00 from CAC Mechanical Services, Inc. as the first installment for the 2 replacement incremental units in the building addition.

### **June 2026**

*Balances in Board of Trustees' accounts are as follows:*

|                                            |             |
|--------------------------------------------|-------------|
| NH PDIP                                    | \$75,428.04 |
| Checking Account (Salem Co-op Bank)        | (\$-81.89)  |
| Certificate of Deposit (Salem Co-op Bank)* | \$11,993.57 |
| Subtotal                                   | \$87,339.72 |

|                                              |            |
|----------------------------------------------|------------|
| Brock Trust Fund Interest Acct (Salem Co-op) | \$3,850.15 |
| Subtotal                                     | \$3,850.15 |

**Total Board of Trustees' Funds**      \$91,189.87

There are two bills to be paid this month,

-invoice for Scholastic books for \$157.54 (for book prizes purchases with the Salem Council on Aging donation)

-Upton & Hatfield, LLP for \$2,211.50 (for professional services)

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## **OLD BUSINESS**

*The First Order of Old Business was long term paving projects.*

Ms. Ducharme distributed quotes to have the parking lot replaced. After reviewing the quotes, the trustees directed Ms. Ducharme to follow up with the Senior Custodian as to why he preferred one company to another.

## **NEW BUSINESS**

*The First Order of New Business was the 2027 budget.*

Ms. Ducharme reported that there are no figures yet from town and the budget committee has not set a target financial goal. Ms. Ducharme also reported that the parking lot capital project should be included in the 2027 budget memo to the Town Council and Budget Committee. This will keep the library in step with town as they will start bringing forth town warrants earlier in this year's budget process.

## **DIRECTOR'S REPORT**

Ms. Ducharme reported that the Summer Reading Program is more popular and has more participants than last summer.

## **TRUSTEE MATTERS**

Chris George presented a list of questions pertaining to the duties of library trustees to everyone at the meeting. These questions will be reviewed and discussed at a future meeting.

## **PUBLIC MATTERS**

There were no public matters.

## **DATE AND TIME OF NEXT MEETING**

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

-Monday, August 31, 2026, at 5:30 pm

## **ADJOURNMENT**

On a motion by Douglass Knight, seconded by Chris George, the trustees voted unanimously to adjourn the meeting at 6:40PM.