

## Hampton Falls Library Trustees

### Final Meeting Minutes

August 31, 2023

Attending at 4 pm were Linda Coe, Chair, Amy Magnarelli, Vice Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, Tom Shek, Alternate, and Joanna Meighan, Director. Absent were Richard McDermott, Trustee and Laura Pouliot, Alternate.

Changes to the July minutes were to say only "Richard McDermott absent"; "There will be a Sept. 9 meeting" instead of "add Sept. 9;" Change \$1060 to \$1066.99 for the accepted donations; Capitalize "Maintenance" in reference to line item 700. All changes were accepted upon a vote on a motion by B. Forgione and seconded by A. Magnarelli. Unanticipated donations of \$2013.50 with \$2000 from the Humanities grant, were accepted upon vote on a motion by T. Shek and seconded by A. Magnarelli. The Director read a letter from our Humanities speaker on Braiding Sweetgrass Community Read program that was full of accolades for how the book discussion and many supporting sub-programs were organized and presented.

#### The Director's Report:

- There will be meeting with other town groups to compile a December/Holiday calendar.
- The fire alarm horn has been tested and works after the repair was made for \$2000.
  - Suggestions were to talk to K. Anderson or J. Lord about their service plan.
- September 13 will be a Pollinator program with the Conservation Commission.
- Our Youth Librarian reported that attendance at the Summer Reading events was better than last year. She will be doing afternoon story times instead of the morning ones. She will also be asking teens to become part of an Advisory Group to pick new titles. Leah also attended the Family Field Day and did sand art with about 50 children attending.
- Wendy has been working on the General Lafayette Anniversary Tour for Sept. 1, 2024 with an impersonator/reenactor. She went to a Claremont planning meeting as several events will have to be coordinated in Hampton Falls among different Hampton Falls entities.
- Other entities in town are invited to have an outside table to inform the public at the Book Sale on September 23.
- The Friends will be meeting the first Wednesday of the month at 6:30 with one of the Trustees planning to attend.

#### Building Matters:

- Insulation quotes still need to be found. The worst section is over the boiler room. B. Mutrie will help by contacting NH Saves to see if they will come to do an energy audit to determine priority of expenses.
- Replacing the window sills and other 'punky' wood with a Azak or similar material should be done. T. Shek and B. Forgione will inspect the building with her carpenter.
- Touch up painting and removing the algae will have to be done afterwards. If necessary, Valley Painting will be called. Wet It and Forget It can be applied by hose or pump sprayer to remove algae.
- B. Mutrie sprayed the buildings and granite sign with Rust Out. [Still to do are the bollards and the sidewalk.]

**Budget:** We reviewed the current Treasurer's report. We will have to add \$1500 to the Full Time Payroll category. We may have to add some funds to the Materials budget line item due to the fees for Hoopla increasing. We will increase the Miscellaneous Expenses category another \$400. Increases will also probably also occur in Book Processing Supplies (\$250) and maybe Computer/Copier Equipment due to a new laser printer for a preliminary total of \$1100 in increases. The Director would like a master expensing chart to help categorize the expenditures.

The Board could ask again to be able to spend \$10,000 of our donation funds for interior and exterior repairs and improvements. The Director and the Board thought about a rolling trash can with a storage area, locking cabinets, easels, new storage units for the Workroom, Meeting Room and the Youth Librarian's desk space, to name a few.

We discussed the proposal by the Energy Committee that we apply to Ebscohost for a Solar Array grant in April 2024. The Board first has to find out if we qualify as we get Ebscohost through the State Library. Comments were that our west facing roof wasn't optimal for solar. Alternatively, a ground array was could be acceptable. The Board thought that a ground mounted array- perhaps near/over the parking lot was better. The Library uses a lot less electricity if compared to the PSB. We are expecting a reduction in use this winter based on the optimization of the emergency lighting, heat controls, bollards and batteries by David Coe. The Board would prefer to see an action plan with participation by all town entities. The Town Hall, PSB, and the Library could take advantage of net-metering if we put up an array on the land between the Library and the PSB or land the town owns. We will be amenable to applying for a 2025 grant once our grant writer, E. Sniderman, has finished our Strategic Plan. There is also the possibility of having Community Power, which would be a partnership with a non-profit purchaser of electricity, that would result in a reduced rate per KWH for all residents. L. Coe will contact the Chair of the Energy Committee.

The Board will finalize payroll raises next month along with finding out the rates for the full-time benefits.

The meeting adjourned at 6:10 upon a motion by L. Coe, seconded by T. Shek with all agreeing.  
Respectfully Submitted,  
Beverly Mutrie