

# Hampton Falls Free Library

Meeting Minutes

FINAL

March 27, 2025

Attending at 4:00 pm were Linda Coe, Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, Tom Shek, all Trustees. Also attending were Laura Pouliot, Alternate, Joanna Meighan, Director, Erin Sniderman, Outreach Committee/Staff, and Ed Beattie, Selectman. Amy Magnarelli came about 4:20. Until then, Laura Pouliot was appointed to vote.

The minutes were accepted as amended upon a motion by L. Pouliot, seconded by T. Shek and all agreed.

B. Mutrie made a motion to accept \$324.95 (January's) and \$165 for February unanticipated funds. T. Shek seconded the motion and all concurred.

Erin Sniderman reviewed the **garden project** that needs a contract for the landscaper, BCB, to begin work on the Conservation Commission's portion near the hill. The Commission has bought their native plants and pollinators to plant themselves. The next garden will be the Story Walk garden which goes from the Schoolhouse west around the perimeter of the property. The Historical Society has not yet decided about contributing. B. Forgione motioned to go forward with the contract for \$37,948 provided a clause is inserted that pauses the work without penalty if funding doesn't come through in a timely fashion. B. Mutrie seconded the motion. Erin also will ask for the FPL funds of about \$5K for civic beautification.

The Town Administrator and Land Use Secretary were consulted about the **ADA doors**. Erin will be asking Easter Seals to partner with us and it would be better to apply for all doors in town instead of one. She is also asking for an FM hearing loop in the Town Hall and Library for those with hearing impairments. The BOS will be asked to give a letter of support for the project. Ed believed that was acceptable. He left the meeting shortly thereafter.

**Director's Report:** Both bathroom motion lights were installed by T. Shek. Many thanks! She will sign a contract for a new website provider for \$1500. Lynn Day, marketing, will do a new logo, hopefully with a nod to the original bookplate. T. Shek and L. Coe will ask their graphic designer relatives for advice and/or input.

**IMLS** – L. Coe and the Director wrote a letter to our Congressmen and patrons to inform them of our position against eliminating funding. The Board was asked to sign it. There will be other informative handouts/bookmarks at the desk regarding how to contact legislators and telling our patrons what the consequences are if the legislation passes. The consequences will mostly affect our ILL program and audio books programs. There was also NH HB 273 that allowed parents to see their children's (under 18) materials and HB 666 adding a fine for a Librarian divulging any names or records. Also, HB 273 specifying that library user information exempted from disclosure in the right-to-know law includes information regarding library cards and library membership status. L. Coe motioned to send out information on our

newsletter/website/facebook sites and have the contact information of our representatives at the front desk. B. Forgione seconded her motion and all were in agreement.

**Building:** A new fire alarm panel will be installed. The director will check with our Fire Chief to find out if an annunciator is necessary. The Town Administrator stated that the Town Hall will be painted and we may be able to use that contractor for painting the Library too.

Discussion ensued regarding A. Magnarelli's research on our **Volunteer Policy**. What is the difference between a volunteer (some liability risk) and a donor (negligible liability)? Primex wants a record kept of all volunteer hours and jobs. Trustees will have to email that to the Director. J. Meighan and A. Magnarelli will come up with a final version of the policy for approval.

L. Coe made a motion to keep the same slate of **officers** as we currently have for another term, A. Magnarelli seconds the motion and all vote affirmatively.

Due to this year's budget limitations, Leah should take comparable time off if she works late on a Saturday afternoon due to the Game Day activity once a month.

Erin Sniderman was excused and at 5:45 a motion was made to go into non-public session to discuss salary raises with the Director included by L. Coe, seconded by A. Magnarelli and all agree by roll call vote.

A motion to come out of non-public session at 6:05 pm was heard by L. Coe, seconded by A. Magnarelli and all voted yes.

A motion to seal the minutes was heard from B. Forgione, seconded by A. Magnarelli and all concurred.

A motion to adjourn was heard at 6:06 pm from B. Mutrie, seconded by T. Shek and all agreed.

B. Mutrie, Secretary