

Seabrook Library Board of Trustees
Town of Seabrook, NH
Minutes for Board of Trustees Monthly Meeting
January 6, 2025

In attendance: Chairman: Eric Small
 Treasurer: Paul Kelley
 Secretary: Laura Litcofsky
 Library Director: Susan Schatvet

1) Roll Call: The meeting was called to order at 3:45pm. Roll call was taken. All Trustees were present.

2) Approval of prior meeting minutes: The minutes from the December 10, 2024 Monthly Meeting were unanimously approved.

- a) Director's Report: The following items were noted and discussed....
 - i) Stats were down a bit but Susan suspects it was due to the holiday.
 - ii) The Polar Express was well attended by many families.
 - iii) The Ukulele group played for the Open House.
 - iv) Susan informed us of two incidents that happened in the library in December.
- b) Financial Statement -
 - i) The latest financial statement was reviewed.

3) New Business

- a) Succession planning - Susan will be retiring at the end of July. Eric asked Susan to come up with a timeline for the process of hiring a new Library Director. All agreed that the job should be posted on April 1st.

4) Old Business

- a) Email from Town Hall regarding the balance due on our appropriation.
- b) Phones and printer/copier have been installed.

5) Next Meeting: Regular Monthly meeting will be on Thursday, February 20th at 3:30pm.

Please note this meeting is later in the month than usual and there will be no meeting in March.

6) Adjourn: The meeting was adjourned at 4:21pm.

Respectfully submitted
Laura Litcofsky
Secretary, Board of Trustees

