

**Seabrook Library Board of Trustees**  
**Town of Seabrook, NH**  
**Minutes for Board of Trustees Monthly Meeting**  
October 8, 2024

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

1) Roll Call: The meeting was called to order at 3:31pm. Roll call was taken. A quorum was present.

2) Approval of prior meeting minutes: The minutes from the September 16, 2024 Monthly Meeting were unanimously approved.

- a) Director's Report: The following items were noted and discussed....
  - i) Book circulation is down some since last year. Susan noted that door count is up so she feels people are coming to the library for reasons other than borrowing books.
  - ii) Our digital circulation is up.
  - iii) Story time and adult programs are doing very well.
  - iv) The Middle School Students from SAZ have started coming back.
  - v) A book donation was made by Mary Jean Scholl in memory of Roberta Gauron.
- b) Financial Statement -
  - i) The latest financial statement was reviewed.
  - ii) The May appropriation was received.

3) New Business

- a) The copier contract needs to be renewed. Susan received a few quotes but plans to stay with the same company, Conway.

4) Old Business

- a) HVAC repairs have been completed.
- b) Susan is still receiving quotes from Website vendors.

5) Next Meeting: Regular Monthly meeting will be on Monday, November 4, 2024 at 3:30pm.

\*\*Please note change of day.\*\*

6) Adjourn: The meeting was adjourned at 3:49pm.

Respectfully submitted  
Laura Litcofsky  
Secretary, Board of Trustees

