

James E. Nichols Memorial Library
35 Plymouth Street, Center Harbor, NH 03226
Library Board of Trustees Meeting Minutes
September 23, 2024

In Attendance: S. Frost, Chairperson, A.Xavier, Secretary, C. Gamboa de Levin, Treasurer, S.M. Lavalley, Trustee, J. Weed, Trustee, B. Miller, Trustee Emeritus, D. Hughes, Alternate, Absent with notification, D. Thiboutot, Alternate.

- I. Call to Order by S. Frost, 10 am.
- II. Approval of August 23, 2024 minutes, motion made by S. Frost to approve, seconded by S.M. Lavalley, vote was unanimous.
- III. Chairperson's Report
 - a. Library Property vs. Town Property. S. Frost met with the Selectmen's Administrative Assistant, R. Woodaman. The Town owns the building and the grounds. The Town appropriates the funds to run the library. No repairs are to be done on the building without the Selectmen's approval. All furnishings and equipment purchased by the library's own money belong to the library. The ownership of the books is a gray area.
 - b. A letter was sent from the Selectmen to all Boards, Departments and Committees. Only respectful language is to be tolerated at all meetings. Any complaints should go to the Chairperson and not any staff.
 - c. The creation of a Board Finance Committee is tabled until after meetings with prospective Strategic Planning consultants.
 - d. Forest Noe and Sons finished the restoration of the library doors, and restored a single wood panel on one fireplace. The final invoice has not been received.
- IV. Treasurer's Report

- a. C. Gamboa de Levin has begun work on the 2025 budget. Three CDs are coming due in the next few weeks. Two will be rolled over for the highest rate for the shortest duration. One CD will be deposited into an account until the start of the next year.

V. Library Director's Report

- a. The furnace was inspected and cleaned. A leak was discovered and will be repaired.
- b. L. Verge has been in touch with four Strategic Planning consultants and is arranging for each to make presentations to the trustees. The Trustees discussed questions for the consultants. Proposals will be submitted for the October meeting.
- c. L. Verge asked to have the library renew membership to the NH Historical Society. S. Frost made the motion, S.M. Lavallee seconded, the vote was unanimous.
- d. L. Verge and M. Wilson attended an AI meeting at the Holderness Library. L. Verge felt no action was needed at this time.
- e. S. Frost made the motion to go into a Non-Public Meeting at 11:08. Roll call was taken. A. Xavier, yes, C. Gamboa de Levin, yes, J. Weed, yes, S.M. Lavallee, yes. Session discussed personnel, as per RSA 91-A:3, II. S. Frost called an end of Non-Public session at 11:17. A. Xavier seconded it. Vote was unanimous,
 - f. A volunteer will be leading a Children's Book Club once a month. The Club will be open to pre teens, and be held the last Tuesday of each month from 4 to 5
 - g. Pre K Story Time will be started again every Friday at 10 am starting September 20. M. Wilson will be reading to the group. L Verge will be going to the Village Pre School to lead a story hour there.
 - h. A. Xavier will be leading a watercolor class for adults on October 24, 10-12. The class is free. Space is limited so registration is required. Materials will be supplied.

- i. The motion was made by C. Gamboa de Levin to allot \$150 to have the author Kim Varney Chandler give a presentation about covered bridges. J. Weed seconded it. The vote was unanimous. The presentation is sponsored by the NH Humanities.

VII. Policy Committee

J. Weed and S.M.Lavallee presented the final Public Use of The Meeting Room Policy. S. Frost made the motion to accept it, C. Gamboa de Levin seconded the motion. Vote was unanimous

VIII. No unfinished business

IX. No new business

- X. Adjournment called at 11:45 by S. Frost. C. Gamboa de Levin seconded it. Vote was unanimous.

Respectfully Submitted by
A. Xavier, Secretary