

James E. Nichols Memorial Library
Board of Trustees Meeting
35 Plymouth Street Center Harbor, NH 03226
Monday October 28, 2024

In Attendance: S.Frost, Chairperson, L. Verge, Library Director, C. Gamboa de Levin, Treasurer, A. Xavier, Secretary, S.M. Lavallee, Trustee, J. Weed, Trustee, B.Miller, Trustee Emeritus, D. Thiboutot, Alternate, D. Hughes, Alternate

Call to Order by S. Frost at 10 am
Approval of minutes from September 23, 2024 passed unanimously

I. Chairperson's Report

- a. A proposed expansion of the library was discussed with the Selectmen October 9. L. Verge, S. Frost and A. Xavier spoke and S.M. Lavallee and J. Weed attended. The Selectmen have been getting very good feedback from the community as relating to our library. They suggested that any expansion stay within the current footprint and that a feasibility study be done. It was also agreed that a community survey be emailed to residents jointly from the Town and the library.
- b. S. Frost noted that the Annual Report will be due to the Town at the end of the fiscal year.
- c. S. Frost reminded all Trustees that the NHLTA Conference will be held May 1, 2025 in Manchester.

- d. S. Frost reported that the front door restoration was slightly more money than first projected.

II. Treasurer's Report

C. Gamboa de Levin submitted the monthly report. She also informed the Trustees that she has been working on the 2025 budget.

A non-public session was called for. Roll call was taken. S. Frost yes, C. Gamboa de Levin, yes, A. Xavier, yes, J. Weed, yes, S.M. Lavallee, Yes. Time 10:19. Budgeting for wages for 2025 was discussed as per the library safety system of not having any employee in the building alone. Out of non-public session at 10:51

III. Library Director's Report

a..L. Verge presented two Strategic Planning plans from two consultants. After some discussion, A. Xavier made the motion to hire M. Eberle, MSLIS as a Strategic Planner for the library. S. Frost seconded it, the vote was unanimous. L. Verge also did research on having a feasibility study done for an expansion and has researched writing a grant. More discussion will happen at the next Trustee meeting, November 18, 2024.

b. L. Verge also applied for and received a new NH Humanities Grant to offer a Covered Bridges Program Near Center Harbor, Past and Present by Kim Varney Chandler. It will be held November 9th, at 10:30.

c. L. Verge also reported that physical circulation for the month of September was at 371, digital circulation was

307 with a grand total of 678. Our patron count for the month of September was 345.

No other old or new business was discussed.

S. Frost made the motion to adjourn at 11:35 .

S.M. Lavalley seconded the motion. The vote was unanimous.

Respectfully Submitted,
A. Xavier, Secretary