

James E. Nichols Memorial Library
35 Plymouth Street, Center Harbor, NH 03226
May 19, 2025 Library Trustees Meeting Minutes

I. Meeting called to order by S. Frost at 10 AM. Attending J Weed, Trustee, A Xavier, Secretary, S.M. Lavalley, Trustee, B. Miller, Trustee Emeritus, D. Hughes, Alternate, D. Thiboutot, Alternate, L. Verge, Library Director, absent without notification, Treasurer, C. Gamboa de Levin. D. Thiboutot voting.

II. S. Frost made the motion to accept the minutes of April 21, 2025. S.M. Lavalley seconded the motion, the vote was unanimous.

III. Chairperson's Report

a. A new book mark was presented by L. Verge. It was reviewed by an attorney. S.M. Lavalley made the motion to approve the book mark that will go into all patrons books, J. Weed seconded the motion, the vote was unanimous.

b. MVSBS Donation for Summer Reading has been applied for. S. Frost has asked for a \$500 donation and is awaiting a response.

c. The leak in the Children's Room is being looked at by the roofing company that repaired the roof.

d. L. Verge and S. Frost met with the Selectman to discuss LCHIP Grants and fundraisers. L. Verge asked the Selectmen if she could apply for a grant for \$31,000 for the recommended rehabilitation of the library, as per the Alba report of 2019, with estimated costs reconfigured for inflation. The Selectmen approved, and also want to be informed as to any fundraisers. L. Verge will be applying for the LCHIP grant by June 10.

e. 70% of respondents to the Library Survey were in favor of a library expansion. The overwhelming responses were in favor of a small expansion that kept the beauty of the building foremost. The next step in the expansion process is a feasibility study.

f. S. Frost called for a Non-Public Session, at 10:29, as per RSA 91-A:3, Dismissal, promotion, compensation, disciplining,

investigation of hiring of a public employee. Roll call, A. Xavier, yes, J. Weed, yes, S.M.Lavallee, yes, D. Thiboutot, yes. M. Wilson's one year evaluation was presented, and it was decided to increase her compensation to \$19/hour, based on a satisfactory review. S. Frost made the motion, J. Weed seconded it, vote was unanimous. S. Frost made the motion to come out of Non-Public session at 10:39.

IV. There was no Treasurer's Report

V. Library Director's Report

a. L. Verge requested a new podium and the repair of two Windsor chairs. These requests will be revisited at the June meeting.

b. The formation of a Friends of the Library Group was encouraged. Patrons during their focus group recommended the formation. The Trustees agreed.

c. A Feasibility Study for the Library Expansion was discussed. L. Verge will be asking the Selectmen's Assistant to help in publishing a RFP for estimates for this study. A. Xavier made the motion to publish an RFP for the purpose of having a feasibility study done for expansion into the library basement. S. Frost seconded the motion. The vote was unanimous.

d. L. Verge presented a plan to have book bags used as a fundraiser to help offset the cost of the feasibility study. S. Frost made the motion to allow L. Verge to order book bags for the July 4 book sale for up to \$175. A. Xavier seconded the motion. The vote was unanimous.

e. The James E. Nichols 115th Birthday Party will be celebrated with a cake on June 21, 2025 from 10-12. It will coincide with the kick off for the library summer reading program, "Swap Pages for Pizza". Children up to age 12 can read 10 books to receive a personal pizza.

f. L. Verge presented a Chair Yoga Program . Some questions arose so she will be contacting the Selectmen's Assistant Board.

g. A free Button Up Weatherization Workshop will be offered tentatively on September 27, 2025. This is sponsored by the Plymouth Area Renewal Energy Initiative.

h. The grant that L. Verge applied for from the AARP Community Challenge Grant was received. \$14,750 will be used for four picnic tables, four umbrella stands and four umbrellas, plus Adirondack chairs, signage and cameras. Two of the tables are ADA compliant.

VI. A. Xavier reported on the NHLTA's May 1 Conference, which was attended by over 300 participants. Of interest were the RSA rules for Non-Public Sessions and book banning legislation.

June 16, 2025 meeting time was changed to 1 PM.

S. Frost called for adjournment at 12:03, A. Xavier seconded the motion, the vote was unanimous.

Respectfully submitted,
A. Xavier, Secretary