

James E. Nichols Memorial Library
35 Plymouth Street. Center Harbor, NH. 03226
August 24, 2026. 10 AM
Library Trustees Meeting Minutes

1. Call to Order was made by Sandra Frost, Chairperson, at 10 AM.

Absent with notification, D. Thiboutot, Alternate. In attendance, A. Xavier, Secretary, C. Gamboa de Levin, Treasurer, J. Weed, Trustee, S.M. Lavalley, Trustee, B. Miller, Trustee Emeritus, L. Verge, Director

2. Approval of Past Minutes. Sandra Frost made the motion to approve the minutes of July 27, 2026. Clara Gamboa de Levin seconded the motion. The vote was unanimous. Sandra Frost made the motion to approve the minutes of August 7, 2026. Jill Weed seconded the motion, the vote was unanimous. Sandra Frost made the motion to approve the minutes of August 18, 2026 with a slight amendment. Jill Weed seconded in the motion, the vote was unanimous.

3. Chairperson's Report

a. New hire is Joan Rees, for 11 hours a week, \$18/hour. We are awaiting the background check to come in.

b. Sandra Frost made the motion to fund the Children's Program for \$20/week til the last week in December, 2026. Jill Weed seconded the motion, the vote was unanimous.

c. Library video was tabled.

d. G. and S. Frost repaired the meeting room screen with the help of Library Assistant Z. Jesus.

e. The Exercise Class has two more summer sessions. Then S. Frost will start a new session beginning September 23 to October 28, 2026. Some sessions have had 11 participants.

f. Phone System. L. Verge presented an upgraded list from Adel-XT Computer Company to upgrade the phone system. The Town did not need to upgrade their wiring but the Library needs to. S. Frost asked the Selectmen to cover this expense, and they are taking it under consideration. C. Gamboa de Levin reported

that the Library has an analog phone and all lines will soon be changed to internet. C. Gamboa de Levin will be researching if Lakes Region Computer, that currently serves the Town, would be cost effective for the Library. C. Gamboa de Levin proposed tracking the printer to see if most printing is being done by the Library or patrons. Printing has become expensive. S. Frost recommended emailing monthly Meeting packets and the agenda. L. Verge will do the emailing.

4. Treasurer's Report.

C. Gamboa de Levin asked the Trustees to keep in mind any additions to the line items on the budget.

5. Policy Committee

J. Weed presented the new library card application form. Approval was tabled til next meeting, September 28,2026.

Director's Report

1. C. Gamboa de Levin informed the Trustees that the Library cannot have a Venmo account, after a patron asked if we did.
2. The Loon Preservation Committee did not have any times for a presentation at the Library this summer.
3. L. Verge will arrange for an AARP presentation about Downsizing and Decluttering.
4. Kanapy Kids will be stopped. We have had very limited usage.
5. The library will renew membership in the New Hampshire Historical Society for \$50 per year.
6. L. Verge will put older Nancy Drew and The Hardy Boys books in circulation.
7. New Ring batteries and a new charger will be purchased for the cameras. Clara Gamboa de Levin made the motion for the purchase, Sandra Frost seconded the motion, the vote was unanimous.
8. 7 children signed up for the Pages for Pizza activity.

9. Directors Address. Linda Verge informed the Trustees that she will be retiring as of November 20, 2026 and will be available to train another Director .

Sandra Frost called for a Non-Public Session as per RSA 91-A:3, dismissal, promotion, compensating, disciplining, investigating, or hiring of a public employee, at 11:13. Roll call was taken, Stephany Marchut Lavallee, yes, Jill Weed, yes, Clara Gamboa de Levin, yes, Ann Xavier, yes, Sandra Frost, yes. Discussion ensued about possibly hiring a candidate who had already interviewed with the Trustees as a substitute librarian. Sandra Frost called for the end to the Non-Public Session at 11:30, roll call was taken. Sandra Frost, yes, Ann Xavier, yes, Jill Weed, yes, Stephany Marchut Lavallee, yes, Clara Gamboa de Levin, yes. A second Non-Public Session was called By Sandra Frost at 11:31, as per RSA 91-A:3, II(c), for matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. Ann Xavier, yes, Jill Weed, yes, Stephany Marchut Lavallee, yes, Clara Gamboa de Levin, yes. Policy regarding confidentiality was addressed and restated. Sandra Frost made the motion to come out of Non-Public Session at 11:42, roll call Ann Xavier, yes, Stephany Marchut Lavallee, yes, Clara Gamboa de Levin, yes, Jill Weed, yes.

Sandra Frost called for adjournment at 11:43, Clara Gamboa de Levin seconded the motion, the vote was unanimous.

Respectfully submitted,
Ann Xavier, Secretary