James E. Nichols Memorial Library
35 Plymouth Street. Center Harbor, NH. 03226
Library Trustee Meeting Minutes
Oct. 26, 2026

The meeting was called to order at 10AM by Chairperson Sandra Frost. In attendance, Treasurer Clara Gamboa de Levin, Secretary, Ann Xavier, Trustee Emeritus, Bette Miller, Trustee Stephany Marchut Lavallee, Alternate Trustee, voting, Debra Thiboutot, Director Linda Verge. Absent with notification, Jill Weed.

A. Chairperson's Report

1. Sandra Frost made the motion to approve the minutes from September 28, 2026. Debra Thiboutot seconded the motion, the vote was unanimous. Sandra Frost made the motion to approve the minutes from September 29, 2026, Clara Gamboa de Levin seconded the motion, the vote was unanimous. Sandra Frost made the motion to approve the minutes from October 7, 2026. Debra Thiboutot seconded the motion, the vote was unanimous.
2. Sandra Frost made the motion to go into a Non-Public session at 10:02AM, Ann Xavier seconded the motion, as per RSA 91-A:3, dismissal, promotion, compensating, disciplining, investigating or hiring of a public employee. Roll call was taken, Ann Xavier, yes, Clara Gamboa de Levin, yes, Stephany Marchut Lavallee, yes, Debra Thiboutot, yes. A discussion of personnel ensued. C. Gamboa de Levin discussed questions to be asked at an exit interview for the Director, L. Verge. A date was chosen for the interview. Three resumes were presented for the role of Director
3. Sandra Frost made the motion to go back into Public Session at 10:24, Debra Thiboutot seconded the motion, the vote was unanimous.Director L. Verge joined the meeting. Employee hours were discussed. Joan Rees works Thursday 10-4, and Saturday 9-2, Zach Jesus works Monday 10-4, Tuesday 12-6, Friday 10-4, Saturday 9-2. J. Rees was asked to fill in as

substitute Librarian and she agreed. L. Verge will be leaving November 20, 2026.

4. The position for Library Director has been advertised on Indeed, the State Library Website, the Salmon Press and the Laconia Sun

5. Ann Xavier was congratulated for the article that appeared in the NHLTA Newsletter that reported on the Gathering that was held at the library

6. A Right to Know and Confidentiality workshop will be presented on December 3, 2026, 9 AM

B. Treasurer's Report

The Treasurer presented the next year's budget to the Selectmen and it was accepted.

Current spending is on track.

C. Director's Report

1. The Director recommended that the Swank Movie Licensing not be renewed. Sandra Frost made the motion to not renew it, Ann Xavier seconded the motion, the vote was unanimous.
2. L. Verge spoke about a capital fund feasibility study. S. Frost said this was something for the Friends Group, and the Town has not yet voted on renovations.
3. L. Verge presented the Community Development Business Authority. It was decided that this was for the Friends Group also.
4. L. Verge offered to help with the Director transition by continuing to work Thursdays and Fridays, with a raise of 3.6% expected after January 1, 2027. The Trustees declined the offer.
5. The will be an AARP Presentation Nov. 19, 2026.
6. A donation of a floppy disc reader was offered to the Trustees. The donation was declined.
7. Some patron asked if we had headphones. We do not and we are not going to buy any at this time.

8. The Will of Mr. John Merrill was given to Chairperson S. Frost. The Will contains books and slides that are being donated to the Library.
9. Linda Hopper, who runs chair yoga, wanted to move both classes to Friday mornings before the library opened. This offer was declined at this time.
10. Only the Library form, and not the Town form, will be used for vacation time.

D. Building Committee

B.Miller reported that the basement door to the outside is in bad need of repair. S. Frost will let the J. Haines know. Updated fire extinguishers we're brought in to the Library.

A Non-Public Session will be held on Nov. 9, 2026.
Sandra Frost called for adjournment at 11:11, Debra Thiboutot seconded the motion, the vote was unanimous.

Respectfully submitted,
Ann Xavier, Secretary