

Moultonborough Public Library
Board of Trustees Meeting
March 20, 2025

Present: John Buckley, *Chair*; Sally Bartlett, *Vice Chair*; Sherry Wakefield, *Treasurer*; Nancy Cole, Jane Harrington, Peter Olsen (remotely via video conference), Jack Weekes; Bob LaFlamme, *Alternate*; Brittany Durgin, *Library Director*.

The meeting was called to order at 9:02 am and the Pledge of Allegiance recited.

Review and approval of minutes: Motion to accept the February 20, 2025 meeting minutes made by Jane, seconded by Jack, unanimously approved.

Election of Officers: Jane motioned three officer nominations for this year, Nancy seconded, and all approved as follows: John Buckley was re-elected Chair; Sally Bartlett re-elected Vice Chair; and Sherry Wakefield re-elected Treasurer, with appreciation from fellow Trustees for their continuing service. Rather than electing a Secretary, responsibility for issuing meeting minutes will continue to rotate among Trustees. Sally will issue a recording secretary schedule for the next year. Additionally, the Trustees agreed to revise the By-Laws to eliminate the Assistant Treasurer position.

Discussion of Officer Succession Planning: As discussed previously, John and Sally plan to step down as Chair and Vice Chair in a year, and no other Trustees are currently interested in serving in those roles. Trustees agreed that future new Library Trustees should be willing to serve as officers. Candidates should be identified this year who could be elected to Trustee officer positions.

Treasurer's report: Sherry noted that operating expenses year-to-date are tracking right on budget. Jack motioned to accept the Treasurer's report, Sally seconded, all approved.

Acceptance of gifts: A \$100 gift in memory of Sandra Barnes was motioned for acceptance by Jane, Nancy seconded, all approved.

Library Director's report: Brittany reported that she recently attended a training session provided by ALA for perspective on how best to upgrade Library bathrooms, supported by the Libraries Transforming Communities: Accessible Small and Rural Communities grant. As suggested at the ALA session, the Library will solicit input from the community as we plan for upgrades. Trustees believe that wheelchair accessibility will be possible at least in the lobby and program room bathrooms. Funds from this grant must be spent by August 2026.

-Brittany is attempting to apply for a grant to sound-proof several meeting rooms.

-House Bill 273 has not passed yet. Brittany has crafted policy language for the Library if the bill is enacted. Trustees discussed potential challenges given the bill's current wording, e.g., validating parents living at a different address from their minor child's.

-Plumbing update: the air in the water lines problem has been corrected.

-Painting update: it has been challenging to get bids from interested painters. As such, the painting of the program room, and possibly main area, will be deferred until Jan/Feb 2026.

-Brittany reported that the Trump Administration just put all employees of the Institute of Library and Museum Services (ILMS) on administrative leave, as part of its effort to reduce statutory functions and eliminate non-statutory functions of ILMS. At risk is approximately \$1.5 million of funding to NH libraries and associated programs, including interlibrary loan services. MPL would be directly affected given our participation in interlibrary loan activities. Funding may be

available through September, though this is uncertain at this point. Trustees discussed ways that MPL could educate patrons on the value provided by ILMS, and how to potentially influence key legislators on the importance of maintaining ILMS support. Trustees agreed to share factual messaging with MPL patrons regarding potential services lost as a result of ILMS reduction/elimination. Brittany will share draft verbiage with the Board for bookmark, website, Facebook and monthly newsletter messaging. Brittany is continuing to reassure concerned MPL staff that the security of their jobs is not tied to Administration/DOGE RIF efforts.

Strategic Plan Update: Brittany thanked the various “goal subcommittees” for their work and advised that the Strategic Plan team will meet in early April to finalize the Strategic Plan draft. Trustees will be updated in April.

Youth Services Librarian: Trustees appreciated Sharon’s many activities.

Committee reports:

-Personnel: [No topics needing discussion]

-Technology: Brittany is evaluating options for upgrading MPL’s phone system, e.g. copper lines vs digital.

-Peter reminded us of the need to install a door for the computer room.

-Grounds maintenance: The new sign is planned for installation by April 15. The electric line will be dug and installed as soon as possible after sign installation, weather-permitting.

Trustees agreed that two aging light fixtures on the old entry porch should be replaced. Sally and Jane will select and purchase new lights. Installation should be in conjunction with electrification of the new sign.

Nancy advised that Kim will assume responsibility for leading MPL’s Grounds Maintenance efforts going forward.

-Building: the staff has been trained by the Fire Chief on how to conduct regular checks of the Library’s fire extinguishers. The Fire Department advises that the responsibility to monitor fire suppression systems is that of the “occupants of the building”, i.e. the staff.

-Friends: the Friends have, again, generously provided funding for a slate of museum passes.

-Inscribed bricks for the new outside walkway can be purchased through March. Walkway installation is targeted for completion by the July book sale.

-Lining up local business sponsors for this summer’s house tour has been very challenging due to the current financial climate.

Tutorial: Brittany recapped MPL’s professional development activities. Trustees appreciated the many benefits of these ongoing efforts to enhance all employees’ knowledge and skill sets.

New business: [none]

Old business:

-the proposed FY25/26 Operating Budget (\$740,031) and proposed capital improvements allocation (\$68,000) were approved at the March 15, 2025 Town Meeting.

-the refreshed library website should be operational by summer.

The meeting adjourned at 10:47 am on a motion by Jane, seconded by Jack, approved by all.

The next Trustee meeting will be on Thursday, April 17, 2025 at 9:00 am.

Respectfully submitted,
Jack Weekes