Moultonborough Public Library Board of Trustees Minutes 9/18/25

Present: John Buckley, Chair; Sally Bartlett, Vice-Chair; Sherry Wakefield, Treasurer; Peter Olsen, Jack Weekes, Nancy Cole, Jane Harrington, Members; Kim Lefebvre, Alternate; Bob LaFlamme, Alternate.

The meeting was called to order at 8:30 AM with the reciting of the Pledge of Allegiance.

A motion was made by Jane and seconded by Sherry to approve the minutes from the August 21st meeting. The motion was passed unanimously.

Treasurer's Report :
Sherry reported that there were no gifts received last month.
A motion was made by Jane and seconded by Sherry to accept the treasurer's report.
The motion passed unanimously.

Library Director's Report:
Brittany shared the recent statistics for the library which showed increasing use of the library.
A new page, Scout Chambers, was hired recently and is a quick study who is learning the system and shows great potential.
The oil contract for the coming year from 603 Oil is $.11 less than last year.

Budget:
A discussion about pay raises for the next fiscal year was held. The library does not use a pay scale currently. John suggested that there be a 5.5% increase. The Select Board has approved a 3.5% increase for COLA and it is yet to be known whether a new payscale will be adopted, which would add an additional 3% increase over the 3.5%. It was decided to budget 5.5% as potential merit wage adjustments.

Books:
Brittany reported that prices are going up due to the difficulty in procuring books due to the uncertainty of the future of a book distributor, and shipping fees charged by another distributor.

Director Recognition:
The meeting agenda was suspended and library staff joined the trustees to recognize Brittany as the New Hampshire Library Trustees Association Library Director of the Year! Brittany was applauded by all and thanked for her exceptional leadership. A formal recognition ceremony was discussed.

Books continued:
The discussion continued regarding e-books and the increase in their popularity and the long wait times for the most popular titles. There have been wait times of 5 months for some e-books. The board discussed increasing the number of e-books that we buy in the future. We currently budget $39,300 for books and book-like materials. The line was increased to $42,000 for the next fiscal year.

Programs:
Sally stated that our budget for programs is $4,000, however, the Friends of the Library currently provides most of the funding for programs.
The amount of funding our library is eligible for through NH Humanities was cut by half for the upcoming year due to the President's executive order to reduce or eliminate the National Endowment for the Arts. It was decided to use trustees funds to cover any shortfall in the program budget in the next year.

A motion was made by John and seconded by Sally to accept a budget of $801,588. The motion passed unanimously.
There is a meeting to be scheduled in the coming months with the Advisory Budget Committee and Board of Selectmen to discuss our budget.

Technology:
A presentation was made by Brittany showing our new website.
New computers with set up by Steve Jussif will cost $24,404, of which the Friends will pay $15,000.
Peter made a motion and Nancy seconded that the trustees pay up to $9,000 for the technology upgrades.

Grounds:
Kim reported that the bittersweet on the property had been cut down and treated. There is concern about bittersweet on the adjacent property owned by the town migrating back onto our property.
The memorial tree that had died was removed. The widow of the man memorialized told Kim that they had scattered some of his ashes at that site and there was not an urn buried at that site. She requested permission to have a bench installed in honor of her late husband, which the board will consider after determining if there is an appropriate site.
Peter requested funds for buying 3 large wreaths to place on the parking lot side entrance for the holiday season. Sherry made a motion to pay $120 and Jack seconded. The motion passed unanimously.

The library building committee had a meeting with the CIP committee on 9/18 and has a walk through scheduled with the CIP committee for Saturday 9/20 at 8 AM.

A patron complaint regarding the use of the library by outside groups was discussed. It was determined that library policy had been followed.

A motion was made by Sally and seconded by Sherry to adjourn the meeting at 10:48 AM. The motion passed unanimously.

Respectfully submitted by Bob LaFlamme