

**North Hampton Public Library - Board of Trustees**

**Meeting Agenda  
North Hampton Public Library**

**239 Atlantic Ave, North Hampton, NH 03862**

**Notice of Public Meeting**

**Wednesday, November 16, 2022**

**5:30 PM**

**Notice of Non-Public Session**

**Wednesday, November 16, 2022**

**5:31 PM**

Chair: Jacqueline Brandt Library Director: Susan Grant

Treasurer: Kathleen Kilgore Assistant Director: Liz Herold

Secretary: Susan Leonardi

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1. Call to Order. Meeting called to order by Chair Jacqueline Brandt at 5:30pm. Motion made by Kathy Kilgore to go into non-public session per RSA 91-A-3 II (c). Brandt seconded the motion. All in favor 3-0.
2. 5:31 PM Non-Public Session Pursuant to RSA 91-A:3 II (c)   
     
   II. Only the following matters shall be considered or acted upon in nonpublic session:

(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

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1. 6:51pm return to Public Session. Kathy Kilgore motions to seal non-public minutes. Jacqueline Brandt seconds the motion. All approve 3-0.
2. Facilities update:

George Chauncey confirmed that the patio and backdoor thresholds need adjustments made to stop water leaking into the building when rain is accompanied with gusty winds. He will address this issue with Bonnette, Page, and Stone and Lavallee Brensigner Architect reps tomorrow at 10am. Mike Castagna discussed the trim’s need for an expansion joint (rubber clip). Lavallee Brensigner Architect Doug Shilo is working with BPS to complete this repair. There was more shrinkage than expected and caulking did not hold. This is an aesthetic repair and the exterior will not retain any damage. Susan Grant reported that the heating thermostat continues to be in good, functioning order. George Chauncey will need a 10ft step ladder to change lights in the program room.

1. Administrative:  
   Approval of Meeting Minutes. Jacqueline Brandt motions to approve October 18, 2022 minutes. Kathy Kilgore seconded the motion. All approve 3-0. Jacqueline Brandt motions to approve the library reports as written. Kathy Kilgore seconded the motion. All approve 3-0.
2. Old Business
   1. Director’s Review. The review is completed. Susan Leonardi will combine the evaluations and organize notes for the Trustees and Library Director.
   2. Annual Celebration Recap. Community newsletter is ready to be posted on the library website. Copies of the letter can be printed out for the public patrons.
   3. Elissa Von Letkemann 2014 contract resolution was accepted by the Trustees. Motion made by Jacqueline Brandt to approve payment of $1250 from #0790 account. Kathy Kilgore seconded. All approve 3-0. Motion made by Kathy Kilgore to approve payment of $530 to Joe’s Meat Shoppe from #0790. Jacqueline Brandt seconded the motion. All approve 3-0.
   4. Susan Leonardi reported that Sam Malpass completed the panel for the donor wall. The NHPLCC Foundation members will continue verifying donor names for acrylic panel installation.
3. New Business
   1. Library Project Review with LBA & BPS will be Thursday, November 17th at 10:00am. A few items that we will mention include the fire extinguisher in the mechanical room, the name of a reliable Daikon representative to contact for the systems, and an art hanging system.
4. Any other Item that may legally come before the Board. Mike Castagna will attend the Budget Committee meeting to speak to the maintenance budget.

Kathy Kilgore shared the obituary of former Library Trustee Judy Day. We are sadden to hear of her passing. She was good supporter and friend of the library.

1. Next Meeting/Adjournment. Next regular meeting will be Wednesday, December 14th.