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

**North Hampton Public Library 237 Atlantic Ave**

**Wednesday, October 9, 2024, 6:30 PM**

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| Chair: | Susan Leonardi |  | |
| Treasurer: | Kathleen Kilgore | Library Director: | Liz Herold |
| Secretary: | Jacqueline Brandt |  |  |

1. Call to Order by the Chair

S. Leonardi called the meeting to order at 6:45 pm, Pledge of Allegiance followed.

1. Facilities Report  
   George was not present to give report. Issue with side door continue. Tri-state lock came out to repair door. Latch is getting stuck intermittently. According to the door company that particular door although well made, is not made for the high amount of traffic. Currently door is fixed but should be replaced with a higher traffic door. Going to a keypad may be an option. Liz to get estimates for new higher traffic door. George will come in and adjust doors due to settling.
2. Administrative
   1. Approval of September meeting minutes. Motion, K. Kilgore to accept the September meeting minutes as presented, S. Leonardi, seconded. All approved, motion passes.
   2. Director Reports—As follows:

**Facilities**

* We have continued to have issues with the side door latch getting stuck on and off for several months. Tri- State lock came out twice and was able to diagnose the problem and give us some other options of what we could do going forward.

**Operations**

* NHPL had 1791 visitors in the month of September- foot traffic was lower in September from August by 15%
* We also had 19 new patrons sign up for library cards in September
* Meeting rooms used in September: 57 drop-ins, 17 reservations and 35 library related programs.
* The Museum passes were used 21 times
* Public Computers were used 91 times in September
* Most circulated book in August was ***All the Colors of the Dark*** by Chris Whitaker

**Financial**

* TD Bank Operating account ending balance $ 53,281.46
* TD Bank Non-appropriated account ending balance $ 52,845.82
* M&T Bank account 8667 ending balance $ 14,164.72
* M&T Bank account 0790 ending balance $58,879.45

**Staff**

* Staff have completed their yearly assessments, and I will be meeting them over the next few weeks
* Staff met with Deb Hoadley for our strategic planning process

**Programs**

* 32 people showed up for the Chasing Beauty program hosted by the library and sponsored by the Friends of the Library
* Big Trees of New England brought in 8 people
* A Walk Back in Time, Cellar Holes Humanities program had 10 people attend
* Real Life Solutions Home Organizing program had 14 people

**Upcoming Programs**

* Tarot 101 and Tarot 201- Tuesday October 15 and Tuesday, October 22 4:30pm - sponsored by the Friends
* Haunted New England- Tuesday October 29 at 4pm- sponsored by the Friends of the Library
* Contra Dancing in New Hampshire- NH Humanities program on Saturday, Nov 9, 11am

**Ongoing Programs**

* Golden Fitness program first and third Thursday At 1pm
* Wellness Book Club- 1st Monday of each month at 2pm.
* Hooked on Books- will begin meeting fourth Thursday
* The Genealogy club meets the second Wednesday evening of each month.
* Classics book club Monday, August 19
* Mystery book club meets the second Thursday of the month
* Wednesday crafternoon, last Wednesday of the month drop in crafts
  1. Youth report  
     Submitted by: Katy Wuerker, Youth Librarian  
     Fall is off to a great start with the restarting of children’s programs and trying out some new ones for our teen patrons.

As always, preschool and baby storytimes are a hit and very well attended. Last week we had to close the Baby Storytime form online as we were already booked through November. (We are still only requiring registration for non-card holders and capping that number at 7 children per session.)

This month, we started offering teen (5th through 12th grade) only programming. As usual, there are one or two teens who have already started coming regularly and have attended these programs. I have been able to also meet a great group of teens who look forward to trying to participate in the future. It is always hard to get some of the older teens in but so far, the teens seem to appreciate us trying.

Overall, 131 patrons participated in 16 youth events in September:

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| --- | --- |
| **Program Age Group # of Programs** | **# of Participants**  **(excluding adults)** |
| Children’s (Babies through 4th grade) 11 | 124 |
| Teen (5th through 12th grade) 2 | 3 |
| All Ages Youth Program 3 | 4 |
| **September Youth Totals 16** | **131** |

The Seaton/Hashman family has continued to provide us with Monarch caterpillars and milkweed again this month. We recently tagged and released three female and two male Monarchs into the wild. One of the teens was able to help gender and sticker a few of them, which was fun to have youth involvement.

Our 1000 Books Before Kindergarten program continues to grow. So far 74 children are actively on their reading journey, with two children just having signed up this past weekend. Since the program began at this library, 15 have met their goal of 1000 books before they have entered kindergarten.

All in all, a solid start to the fall season, and we all look forward to starting up even more programming (book clubs, art programs) for elementary, middle, and high school aged patrons in October. I’ve also been able to regularly meet with a few teachers and the NHS librarians, and I look forward to working with them more in the coming months to support their curriculums.

* 1. Financial Reports

Treasurer report submitted. Liz to provide additional reports later in the week. Budget was submitted last week. Default meeting is 21 October. It was suggested that the library may use other financial software. Profund is a possibility. Currently working with Quickbooks. Liz reached out to other directors regarding software.

1. Old Business
   1. Strategic Plan update  
      Ongoing meetings discussed.
   2. Youth Policy update   
      Trustees discussed policy and decided to have legal review. To be reviewed by legal.
   3. Library Budget update

Submitted budget in September .

1. New Business
   1. Eversource Solar Generator – grant program
      1. Town admin correspondence. Program that we can apply for funding for a generator. S. Leonardo had questions regarding emergency shelter. Library town hall or public safety complex. There are staffing considerations. S. Leonardi to follow through with application.
2. Merchandising  
   Katie would like to begin merchandising. S. Leonardi to follow up with some ideas. Trustees were in favor of merchandising.
3. Public Comment

There was no public comment

1. Any Other Item that may legally come before the Board

i. The Board reserves the right to act on any item relative to the prudential administration of the library’s affairs, which circumstances may require

1. Next Meeting/Adjournment

Meeting adjourned at 7:55pm