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

**Public Meeting Minutes**

**for**

**Wednesday, February 12, 2025, 6:30 PM**

**at**

**North Hampton Town Hall**

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

Chair: Susan Leonardi Secretary: Jacqueline Brandt

Treasurer: Kathleen Kilgore Library Director: Liz Herold

1. Call to Order by the Chair:  
   Meeting called to order at 6:35pm by Chair, S. Leonardi, Pledge of Allegiance followed.
2. Administrative
   1. Approval of January meeting minutes  
      Motion made by K. Kilgore seconded by S. Leonardi to accept the Meeting Minutes of January 8, 2025, as presented. Vote: All approved motion passes.
   2. Library reports  
      **Director’s Report**

**February 12, 2025**

**Facilities**

* Side door keypad entry has been working well
* Front door handicap entry was malfunctioning, had Door Control come out and fix

**Operations**

* Circulation stats, last six months

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **FY2025** | **July2024** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan2025** |
| **NHPL circulation** | **3286** | **2836** | **2212** | **2495** | **2118** | **2084** | **2355** |
| **ebooks downloaded** | **279** | **271** | **229** | **197** | **223** | **282** | **276** |
| **audiobooks downloaded** | **327** | **281** | **275** | **254** | **242** | **216** | **249** |
| **Overdrive Magazine** | **73** | **84** | **98** | **118** | **104** | **112** | **117** |
| **EBSCO usage/searches** | **97** | **57** | **38** | **2** | **34** | **38** | **0** |
| **Kanopy - plays** | **248** | **310** | **219** | **186** | **218** | **137** | **99** |
| **Valueline log ins** | **384** | **315** | **362** | **377** | **410** | **476** | **443** |
| **hoopla audio downloads** | **59** | **45** | **54** | **79** | **63** | **81** | **70** |
| **hoopla ebook downloads** | **37** | **35** | **34** | **27** | **39** | **26** | **29** |
| **hoopla video downloads** | **0** | **4** | **4** | **2** | **5** | **6** | **10** |
| **hoopla music downloads** | **1** | **0** | **0** | **1** | **0** | **0** | **0** |
| **AtoZdatabases- log ins** | **11** | **2** | **1** | **3** | **2** | **4** | **4** |
| **Total Database, streaming & downloadable materials** | **1516** | **1404** | **1314** | **1246** | **1340** | **1378** | **1297** |
| **Total Circulation including databases, streaming, downloadables materials.** | **4802** | **4240** | **3526** | **3741** | **3458** | **3462** | **3652** |

* User/patron stats, last six months

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Monthly number of people visiting the library** | **2546** | **2066** | **1791** | **2112** | **2048** | **2067** | **2307** |
| **Meeting Room Reserved in the library** | **30** | **20** | **17** | **16** | **18** | **19** | **23** |
| **Library Programs** | **27** | **20** | **35** | **51** | **39** | **33** | **44** |
| **Meeting Rooms used-drop-in** | **84** | **76** | **57** | **72** | **71** | **50** | **91** |
| **Public Computer Users** | **109** | **118** | **91** | **93** | **75** | **95** |  |
| **Museum passes used** | **43** | **32** | **21** | **18** | **11** | **30** | **19** |
| **Number of unique NHPL patrons who checked items out per month** | **503** | **462** | **397** | **414** | **392** | **365** | **377** |
| **New NHPL Patrons** | **30** | **24** | **19** | **23** | **15** | **12** | **17** |
| **Deleted Patrons** | **1** | **94** | **3** | **4** | **0** | **2** | **2** |
| **Total Patrons** | **3089** | **3023** | **3020** | **3058** | **3069** | **3069** | **3092** |
| **New Overdrive users** | **17** | **7** | **4** | **8** | **5** | **2** | **9** |
| **Unique Users Overdrive** | **168** | **161** | **153** | **164** | **162** | **147** | **161** |
| **Kanopy Users** | **11** | **14** | **10** | **11** | **12** | **16** | **13** |
| **hoopla users** | **38** | **37** | **42** | **36** | **42** | **37** | **44** |
| **New hoopla users** | **7** | **3** | **4** | 0 | **3** | **4** | **9** |

* Most circulated book in January was ***The Women*** by Kristin Hannah

**Financial**

* TDBank Operating account ending balance $ 51,807.09
* TDBank Non-appropriated account ending balance $ 51,619.18
* M&T Bank account 8667 ending balance $ 14,169.50
* M&T Bank account 0790 ending balance $ 55, 368.37

**Programs**

* 6 people attended the Presidential Longshots presentation sponsored by the Friends of NHPL
* 18 people attended the Meteorites Astronomy program, Christmas, was sponsored by the Friends
* War & Peace: A Conversation about Israel and Palestine had 8 attendees (also sponsored by Friends)
* Films and book clubs have small but steady attendance
* Chair yoga has 14 patrons registered, typically 7-9 attend each week

**Upcoming Programs**

* Make Your Own Victorian Puzzle purse valentine Wednesday, Feb 12 at 4pm
* Emotional Freedom Techniques Saturday, Feb 15 at 11 am
* NH Presidential Primary Longshots on Tuesday, January 16 4pm
* Visiting Author Terry Farish- book title is Go Home, Tuesday, February 18 at 6pm
* Current exhibit is City to Sea by Cara Gonier and Diane Francis of Rolling River Printmakers of New England

**Ongoing Programs**

* Golden Fitness program first and third Thursday At 1pm-
* Wellness Book Club- 1st Monday of each month at 2pm-
* Hooked on Books- meeting fourth Thursday-
* The Genealogy club meets the second Wednesday evening of each month
* Classics book club third Monday afternoon of each month
* Mystery book club meets the second Thursday of the month
* Wednesday crafternoon, last Wednesday of the month drop in crafts

**2.3 Youth report**   
**Youth Services Report - January 2025**

Submitted by: Katy Wuerker, Youth Librarian

Post-winter holidays went well in the month of January, despite January feeling like it lasted about 1,000 days. Kai and Mel have rocked their programs and crafting times. Although book club numbers remain low, I am happy we are still offering them, and I find it can be helpful to us all to keep up-to-date with our own collection.

Mel and I are working on and will soon finish the “Emergency Storytime Tool Kit” that will be complete with room set ups and five Storytime themes complete with book suggestions and basic craft/sensory ideas. The binder will be kept on the bottom shelf of the blue Storytime cabinet in the Creation Station storage closet.

1,000 Books Before Kindergarten continues to move along with new children joining and older kids graduating out. The new bags are sturdier and well received. I have bought an iron for library use and it is currently being kept in the tech/central room.   
  
  
The weather was not on our side for MLK, Jr. Book Bingo Day as we had only three participants. We did, however, have three teens for the TAC: Painting with Acrylics program, and it went really well. I am hopeful that they will come back for the painting program in February. Two teens showed up for the canceled needle felting event on the lunar new year (canceled due to Tori being out sick), so I also hope in the next few months to offer needle felting again. I might reach out to an outside vendor just in case illness strikes our staff again.

Overall, 195 patrons participated in 25 youth events in January.

* 1. Financial report: See above Library Director’s report. Right on budget. Nothing unusual. Keeping an eye on the electric billing.
  2. Motion made by J. Brandt to accept Library Directors report, youth services report and financial reports as presented. Seconded by K. Kilgore. Vote: All approved motion passes.

1. Old Business
   1. Library Survey update
      1. Zoom work session scheduled Feb 18. 6:30 pm.-8:30pm Liz shared the agenda for the meeting. Worksheet to be completed during the retreat. Liz to e-mail out. K. Kilgore read outline. 2-hour meeting scheduled. Trustees to prepare for retreat. Short discussion on Hoopla usage and potential future funding.
2. New Business
   1. Deliberative Session report/update

Discussion about $10,000 for the rail trail. Matching funding is available. Centennial Hall citizen’s petition to upgrade heating system $42,000 was also discussed. Election day is March 12, beginning at 8am, March 4, North Hampton’s candidates’ night. 7-9 pm.

1. Friends update

Contra dance for opening program for old home day. August 8, 2025 at Centennial Hall Ball Room. Working on a trolly tour for Old Home Day 2026.   
  
Rob Southworth dropped off a sign that goes with the historic map provided to the library. The Trustees and director expressed their graditude.

1. Public comment

No public comment

1. Any Other Item that may legally come before the Board  
   No other item at this time.
2. Next meeting/adjournment.

7:12pm