

North Hampton Public Library - Board of Trustees

**Public Meeting Minutes
North Hampton Town Hall
231 Atlantic Ave, North Hampton, NH 03862
Wednesday, June 11, 2025
6:30 PM**

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

1. Call to Order by the Chair. Meeting was called to order at 6:35 pm pledge of Allegiance immediately followed.

2. Administrative

2.1 Approval of May Meeting Minutes

Motion to accept May Meeting minutes and work session minutes as presented made by Kathleen Kilgore seconded by S. Leonardi. All approved. Motion Passes.

2.2 Library reports- Director's
Facilities

- Carpet cleaning completed over Memorial Day Weekend
- George did some more adjusting to the side door which continues to be affected by the building settling

Operations

- Most circulated books in May were Three Days in June by Anne Tyler and The God of the Woods by Liz Moore.
- The library had 2,280 visitors in May with 126 public computer users
- 47 new patron registrations (included in this stat is NHS students finishing kindergarten)
- Meeting room use in May 23 reservations, 35 library programs, 87 drop-in use of rooms.
- Total circulation (digital and physical) for May 3,619

Financial

- TDBank Operating account ending balance \$ 83,103.94
- TDBank Non-appropriated account ending balance \$ 58,225.83
- M&T Bank account 8667 ending balance \$ 14,174.15
- M&T Bank account 0790 ending balance \$ 50,313.20

Staff

- All staff meeting June 2 to prepare for the Summer Reading program
- During staff meeting, some staff expressed disappointment that final Strategic Plan did not include more of their input- they would have liked to see more emphasis on their contributions. Specifically to finalized goals.

Programs

- 15 people attended the Mighty Monarchs Butterfly lecture

- 22 people attended Naval Shipyard Tour
- 4 people attended author David Goethel's presentation on his book, Endangered Species
- Current exhibit for June is John Robert who will also be doing an Author talk on JUNE 26
- Summer Reading program for all ages will begin June 20 and concludes August 8. There will be a big kick off party on the 20 also.
- Saturday, June 14 at 10am Shawnee Baker will present her book, Baylie
- Thursday, June 19 at 6pm The History of Emancipation and Juneteenth history lecture sponsored by Friends
- Saturday, June 21 Writing a Legacy Letter at 12pm
- Tuesday, June 24 Visiting Author John Robert 6pm

Youth report

Submitted by: Katy Wuerker, Youth Librarian

May was a very quick month as it began with the end of April Vacation and ended with me scrambling the final touches for the Summer Reading Program ("Color Our World" themed).

Teen only events had no attendance but there have been a steady group of teens using the teen room daily and attending the-all ages events. This will be good to know for planning next year.

Kai and Mel have been doing great with their monthly projects and storytimes. My monthly storytime only happened once this month as I was sick the first Monday, but the second session made up for it as I had 12 kids attend and I am getting positive feedback from the parents/guardians.

Play, Learn & Grow was a great success, even drawing in people at the end of the month despite the beautiful weather outside. People were lined up to talk to Alecia (Pediatric Sleep), so we were definitely happy we could have her this spring.

I also attended the CLOSE meeting at the beautiful Newington Public Library, and it was great to reconnect with people I saw at NHLA and get great ideas from everyone for the summer.

Overall, 210 patrons participated in 21 youth events in May 2025:

Program Age Group	# of Programs	# of Participants
Children's (Babies through 4th grade)	13	172
Teen (5th through 12th grade)	5	0
All Ages Youth Programs	3	10
Other Youth Events	3	28
May Youth Totals	24	210

- 2.2 Financial report- One of the agenda items refers to unexpended funds. The library will be giving money back due to budgeting the family plan for personnel that was not utilized. The exact amount will be calculated in July and Liz will report.

Motion made to accept director's report, youth report and financial report as presented by K. Kilgore seconded by J Brandt. All approved, motion passes.

3. Old Business

3.1 July/August meeting dates

July 8, at 6:15 pm

August 12, at 6:15 pm (many have to use program room)

3.2 Mailer quote review

S. Leonardi saw the flyer in the library and reviewed it. Pricing was based on 2000. Sealed tri-fold or envelopes. Tri-fold sealed would be the most cost effective at \$2251.83, total labor costs included. Motion made by K. Kilgore accept the UPS stores for the direct mailing of the results of the strategic plan not to \$2400 Mailing will go to all residences and all PO boxes in 03862. Funds to be allocated from the 0790. Motion Seconded, All approved, motion passes.

3.3 Director review date

Director review evaluation sent out by S. Leonardi similar to the one used for the previous director. Trustees will fill those out individually and set a date to review and discuss. July 7, 4:30 pm.

3.4 Work Session with SB. To discuss a possible MOU and disaster preparedness. Propose 5:30 or 6 pm on an upcoming meeting dates. July and August date will be proposed. Tuesday, August 12 at 5:30 also proposed.

4. New Business

4.1 Gift from Anne Power Werner Trust

S. Leonardi read letter from legal counsel trustee. Daniel W. Morrisey was the beneficiary of the trust and upon his passing the library was to receive the gift. Library is the qualified beneficiary for the trust. \$10,000 was given. Trustees will schedule a public hearing. Newspaper posting will be done in time for July meeting. Liz to set up.

4.2 Unexpended funds- previously discussed, see above.

4.3 FY2026 Appropriation Letter

Liz will obtain a signature from one of the trustees to submit.

5. Friends update

Friends awarded the scholarship Teagan Rooney, grandmother was an avid library user. Friday, August 8 will be the contra dance as part of old home day. A gathering was held by at the library hosting area friends' groups. Members collaborated with area friends' groups. More than 50 people were in attendance.

6. Public comment

There was no public comment.

7. NON-PUBLIC MEETING

Motion made by K. Kilgore to go into non-public meeting pursuant to New Hampshire:

RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Seconded by J Brandt. Rollcall vote: S. Leonardi Yes, J. Brandt, Yes, K. Kilgore, Yes Motion Passes going into non-public at 7:10 pm

K. Kilgore made a motion to come out of non-public at 7:25 pm, seconded by J. Brandt. Rollcall vote: K. Kilgore, Yes S. Leonardi, Yes, J. Brandt Yes. Motion Passes

Motion made to seal the minutes by K. Kilgore, seconded by J. Brandt, Vote: S. Leonardi Yes, K. Kilgore, Yes, J. Brandt Yes. Motion Passes

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

CIP. Library presentation scheduled for August 1, at 8:30 am. Liz to speak with George and Mike. Emerald painting may be a good resource. Trustees mentioned power washing for this year. Non-appropriated fund could be used.

Mulch was delivered. Kathy and Wally to spread mulch.

9. Next meeting/adjournment.

7:45 pm adjournment