

North Hampton Public Library - Board of Trustees
Public Meeting Minutes
North Hampton Public Library
239 Atlantic Ave, North Hampton, NH
Thursday, July 9, 2026 4:30 PM

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

1. Call to Order by the Chair

Chair, S. Leonardi called the meeting to order at 4:46 PM. Pledge of allegiance immediately followed.

2. Administrative

2.1. Approval of meeting minutes.

Just posted by S. Leonardi. Minutes to be reviewed and approved at next meeting.

2.2. **Library Reports**

Facilities

- HVAC work completed by Denron Hall
- George repainted the railing, Spoke with Chief Walsh about the incident
- Building was washed on June 20 by Emerald painting, Windows washed June 25 by SLD Cleaning
- Chairs for program room were delivered Tue, June 30
- Carpets were cleaned the last week of June
- Was recommended to stain the wood frame in the front of the building. Pat from Emerald to stain. Liz to arrange.

Operations

- High Demand Adult Books include *Whistler* by Ann Patchett, *Theo of Golden* by Allen Levi, *Yesteryear* by Claire Caro Burke, *Land* by Maggie O'Farrell and *The Calamity Club* by Kathryn Stockett. Ann Patchett won a library of congress award for fiction.
- Most circulated adult book in June was *Hope Rises* by David Baldacci
- Library programs 50, Drop-in room use 91, Room reservations 21 for June
- Public computer users 81 in June
- Museum passes used 39 in June
- Circulation total for June (digital and physical) 3815

Total Overall Circulation for Fiscal Year End 2026

- **Grand Total Circulation:** 45,323 items (*This includes all physical items, databases, streaming, and downloadable materials*).
- **Total Traditional/Physical Circulation:** 27,262 items.
- **Total Database, Streaming & Downloadable Materials:** 16,193 items.

Digital Resource Type / Platform	Year-End Total Usage
Valueline Log-ins	4,989
Audiobooks Downloaded (Overdrive/Libby)	3,546

E-books Downloaded (Overdrive/Libby)	2,750
Overdrive Magazines	1,831
Hoopla Audio Downloads	1,062
Kanopy (Video/Movie Plays)	1,072
Hoopla E-book Downloads	400
EBSCO Usage / Searches	154
AtoZdatabases Log-ins	57
Hoopla Music Downloads	41
Hoopla Video Downloads	39
GRAND TOTAL DIGITAL CIRCULATION	16,193

Fiscal Year End 2026 Operational Totals

- **Total Annual Visitors:** 28,031 people visited the library over the year.
- **Library Programs:** 530 programs were held.
- **New Patrons Added:** 187 new patrons joined the library.
- **Public Computer Users:** 1,234
- **Drop-in Meeting Room Use:** 1,098
- **Meeting Room Reservations:** 255

Some Year End Takeaways

Digital downloads and streaming consistently made up 31% to 39% of the library's total monthly circulation.

Tuesdays and Wednesdays consistently see the highest traffic volume. The core hours block (9:30–5) frequently records between 110 to 170+ visitors on these days.

Mondays and Fridays are also moderately busy, typically averaging around 80 to 120 visitors.

Thursdays and Saturdays are generally the slowest days of the week. Saturday has the lowest total volume, though it is only open for a partial day.

Staff

- Youth Assistant Kai has been offered a full-time para -librarian position at Oyster River HS and will be leaving NHPL in August to begin his new position
- Interviewed 2 possible candidates for Saturday Library Assistant position.
- August may bring more changes to the staff. Generally, around the subject of full-time job opportunities.

Programs

- Recurring programs include Drop-In Monday Morning Puzzles 10am-12pm, Tech Tuesdays (drop-in tech help at 1pm), Caregiver's Cafe facilitated by Cornerstone VNA - 2nd and 4th Wednesday 10:30am
- Mystery Book club, Genealogy running, other book clubs are on break for summer
- Current art exhibit Regina Piantdosi Art - Mixed Media
- Lectures and Libations at Throwback Brewery Thursday, July 9, 6pm History and Mystery of SeaGlass
- Tangible Histories of Strawberry Banke Tuesday, July 14 at 6pm

- Gems and Minerals of the Granite State Tuesday July 21 at 5:30pm
- Emily will be hosting Craft-Club Handmade Paper on Tuesday, July 28 at 5:30pm and Wednesday, July 29 at noon
- Summer Reading Kickoff is Friday, June 19

2.3. Adult Services Report

Ongoing Programs:

Ongoing programs at NHPL have seen average attendance as we move into the Summer Reading season. Cornerstone VNA: Caregiver Cafe has seen steady attendance, with a dedicated group of 4-5 caregivers meeting bimonthly. I have been planning a memory cafe program for September for folks with dementia and their caregivers and I hope we see a mix between these groups. NHPL Craft Club worked on Roman Mosaics and had a total of 7 folks come and craft across the two days the program ran. I noticed that it was the same group of friends that met back in April, but since they are not frequent attendees, I have decided to stop the program after our July craft and focus my funds towards more one-off, special artisan craft workshops. Drop-In Monday Morning Puzzles has a dedicated group of around 6-8 folks who travel from Billerica weekly to attend, which is excellent, and an encouraging sign for us to continue. Fiber Fridays, which had been going for 6 months, was discounted at the end of this month due to a lack of interest and overall total attendance of 1 person. A patron told me that Pintuck and Purl, a business right around the corner and who donated to our SRP, provides basic lessons, so perhaps a collaboration is in store for the future.

One-Off Adult Programs:

June was the month of America 250! We had 3 programs total that helped us celebrate the signing of the Declaration of Independence. First was the Veteran Thank You card making for the Hampton VFW. Between youth and adult library-goers, we were able to create 40 beautiful cards thanking our local veterans for their service. They will be given early in July. Also, we had Mary Adams from the NH Historical Society come and speak about Redcoats and Rebels: NH in the American Revolution, which was very popular and attended by numerous patrons, and even others from neighboring seacoast towns. Lastly, we finished off our US@250 Big Watch, NH Humanities collaboration with an amazing lecture by North Hampton native, Wendy Bergeron Kloc, who spoke of the American Revolution's Seacoast background, speaking of the attack of Fort William and Mary right up the coast, the role North Hampton soldiers played in the war, and gave amazing biographies of said soldiers. We had amazing attendance and attendees couldn't stress how much they loved the hyper-local nature of the event. The Summer Reading Program is here! We had amazing attendance at our Kick-off and the Circulation Desk staff have been superstars at getting logs out to patrons as they come in and check out books. Our special NH Telephone Museum program only had one attendee, which is sad, but I was happy to make contact with the folks over there! Lectures & Libations had strong attendance and there is already excitement brewing amongst patrons for next month's program.

Upcoming Programs:

- Lectures & Libations: Treasure of the Tides with Roxie Zwicker: 7/9
- Tangible Histories of Strawberry Banke with Dr. Alix Martin: 7/14
- Gems and Minerals of the Granite State with SE-NH Mineral Club: 7/21

Program Type	# of Programs	# of Attendees
Ongoing Programs	22	61
One-Off / “Special” Programs	5	74*
Total	27	135*

*Adults and children were not counted separately for the Summer Reading Program Kick-off. There were a total of 225 attendees and will be counted in the Youth Report as an “All-Ages Program”.

2.4. Youth Services Report

Insert report here.

2.5. Financial Reports

- Operating account ending balance \$ 91,919.20
- Non-appropriated account ending balance \$ 74,141.95
- Investment account 67 ending balance \$ 14,049.47
- Investment account 90 ending balance \$ 43,585.38
- Library is returning funds to the town. Approximately \$38,000 which was earmarked for health insurance was not used.
K. Kilgore made a motion to approve meeting minutes, librarian & financial reports S. Leonardi seconded. All approved, motion passes.

3. Old Business

- 3.1. HVAC repair reimbursement update \$12,397.31! \$11,977.31 Bill from vendor did not include the electrician bill.
- 3.2. Policy Review
 - Investment policy, interlibrary loan policy, inclement weather/emergency closure policy, hours of operation. S. Leonardi suggested a workshop due the amount of material to be reviewed. August 13, 2026 meeting to review. 4 pm meeting time.
- 3.3. CIP dates, recap. CIP will meet Friday, 17 July at 8:30am and the next Friday, 24 July at 8:30 am. The library will present on 24 July. Looking at asking for painting and perhaps paving estimates. Research can be done on resurfacing the parking lot.

4. New Business

- 4.1. Year End Recap See in statistics above
- 4.2. Old Home Day Info
Friends are sponsoring the trolley tour. Library will be open but will not be having a program.

4.3. Looking Ahead Budget FY28 Planning

Liz suggested adding a full-time person. A circulation manager perhaps. “Housefront” managing, interlibrary loan, and other duties for consistency. Being cognizant of budget implications was also discussed.

5. Friends update

Friends will meet next week. Liz will not be attending the meeting.

6. Public Comment

No public comment

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

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

8. Next Meeting/Adjournment

Next meeting is August 13, 2026 at 4pm