

New Durham Public Library Trustees Meeting

February 5, 2025

**New Durham Community Room
6 Main Street New Durham, NH 03855**

Members present: William Meyer (via Zoom); Marilee DeCoff, Patrice Mitchell, Rachel LaMontagne, John Michaud.

Others Present: Caitlin Frost, library director.

Call to Order/Agenda Review: Chairperson Meyer called the meeting to order at 11:34 am.

Approval of minutes: To be approved next meeting.

Financial Report and Approval.

Ms. DeCoff reported that the Trustees account for January stood at \$20,531.13 The Operating account stood at \$5150.72 .

All bills are paid and up to date.

The Trustees had previously reviewed the invoices via email and approved by reply.

Ms. DeCoff has updated the Quicken program and it is running well.

Motion made by Patice Mitchell to approve the financial report as written; second by Rachel LaMontagne. A roll call vote was taken. DeCoff-aye; Meyer-aye; Mitchell-aye; LaMontagne-aye; Michaud-aye. The vote carried unanimously.

At 11:50 am, the Trustess voted to enter a non-public session pursuant to NH Revised Statute 91-A:3 II (a)

Other Business:

Chair Meyer has authorized Rachel LaMontagne to sign letters of employment as he is presently out of town.

John Michaud will be stepping down as a Trustee after 6 years. Thank you John for your years of service.

Shirley Cummings is retiring from the library at the end of the month. The staff will treat her to a celebration at a local restaurant.

Motion made by John Michaud to fund the dinner;second by Rachel LaMontagne. A roll call vote was taken. The vote carried unanimously.

Directors Report and Informational Items

January

Ms. Frost will be attending the NHLA conference in Meredith, NH next month. She will be presenting workshops on 2 days. "Homeschool Families and Their Libraries" and "Practical Grant Writing".

Motion made by John Michaud to fund an overnight stay for Ms. Frost for the conference. Second by Patrice Mitchell. A roll call vote was taken. The vote carried unanimously.

Ms. Frost will be switching from Baker and Taylor book suppliers to Ingram. She will be comparing the differences in costs and speed of delivery.

The flooring in the back hall has begun and will be finished by Friday February 7.

The Lego contest will take place on Friday the 28th of February. All are welcome to participate in judging Best of Show.

Schedule Next Meeting: March 17 , 2025 at 4pm in the Community Room..

Adjournment:

Motion made by Rachel LaMontagne to adjourn at 12:29 pm; second by Patirce Mitchell. A roll call vote was taken. Meyer-aye; DeCoff-aye; Mitchell-aye; LaMontagne-aye; Michaud-aye. The motion passed unanimously.

Respectfully submitted,
Patrice Mitchell