

**New Durham Public Library Trustees Meeting
August 11, 2025
New Durham Community Room
6 Main Street New Durham, NH 03855**

Members present: Patrice Mitchell, Marilee DeCoff (via Zoom), Tara Gendron, Chair Meyer.

Others Present: Caitlin Frost, library director.

Call to Order/Agenda Review: Chair Meyer called the meeting to order at 4:06 pm.

Approval of minutes: Motion made by Chair Meyer to approve the minutes from June meeting. Second by Ms. Mitchell. A roll call vote was taken. Chair Meyer-aye; DeCoff-aye; Mitchell-aye; Gendron-aye. The vote passed unanimously.

Public Meeting to Accept Grant Funds:

The Association of Rural and Small Libraries has awarded to the New Durham Library a grant of \$15,000 that will be applied to the cost of renovating the front lobby and circulation desk area.

Motion made to accept the grant by Chair Meyer. Second by Ms. Gendron. The vote passed unanimously.

Financial Report and Approval.

Ms. DeCoff submitted her report that the Trustees account for August is \$25,360.71 (the true balance is \$13,438.34 because we have unspent grants), and the operating account is \$1797.63.

All bills are paid and up to date.

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

Ms. Gendron made the motion to accept the report as written. Second by Chair Meyer.. A roll call vote was taken. Mitchell-aye; Meyer-aye; DeCoff-aye; Gendron-aye. The vote passed unanimously.

Outstanding checks to be deposited into the Library account are from Breezeline (\$93.04 and \$66.96) and from TDS (\$66.34).

Motion made to accept the 3 checks for deposit by Chair Meyer. Second by Ms. Gendron. A roll call vote was taken and passed unanimously.

Fiscal Year 2026 Budget

At 4:45pm, Ms. DeCoff, via Zoom, left the meeting.

Director's Report August

The new printer will arrive Thursday, August 14. The old printer has been sold to another library.

Renovations should be completed by mid-October

Motion to commit \$2,270.00 toward the completion of the renovation made by Chair Meyer. Second by Ms. Gendron. A roll call vote was taken and passed unanimously.

Rachel LaMontagne has submitted her letter of resignation as she and her family have moved out of New Durham.

Motion made to accept Ms. LaMontagne's letter by Ms. DeCoff. Second by Ms. Gendron. A roll call vote was taken and passed unanimously.

Other Business:

Trustee appointment.

A search is underway to fill the vacated trustee position.

Schedule Next Meeting: September 15, 2025 at 4pm in the Community Room..

Adjournment:

Motion made by Patrice Mitchell to adjourn at 5:10 pm; second by Chair Meyer. A roll call vote was taken. Meyer-aye; Mitchell-aye; Gendron-aye. The motion passed unanimously.

Respectfully submitted,
Patrice Mitchell