New Durham Public Library Trustees Meeting

June 22, 2026

New Durham Public Library

2 Old Bay Road New Durham, NH 03855

Members present: Tara Gendron, Patrice Mitchell, Bill Meyer

Members absent: Samantha Lessard, Marilee DeCoff

Others present: Caitlin Frost, library director; Bob Perry, budget committee member

Call to Order/Agenda Review: Chair Meyer called meeting to order at 6:06pm

Approval of Minutes: Tara Gendron made a motion to approve minutes of May meeting. Seconded by Chair Meyer A roll call vote was taken. Chair Bill Meyer-aye; Tara Gendron-aye; Pat Mitchell-aye. The motion passed unanimously.

Financial Report and Approval:

Trustees account balance $9, 055.92 with $2293.00 being donations and grants

Two donations were received for Summer Reading Program. Tara will write thank-you notes to donors.

Operating account balance $11, 348.92

Pat Mitchell made a motion to approve Financial Report. Seconded by Chair Bill Meyer. A roll call vote was taken. Chair Bill Meyer-aye; Tara Gendron-aye; Pat Mitchell-aye. The motion passed unanimously.

Communication with Town-Bob Perry

Bob wanted to attend this meeting to discuss possibly using the library sign to post activities/meetings that were taking place in town to keep townspeople informed. He cited reasons why some people may not be aware of happenings—lack of technology to navigate town website, etc. After some discussion, it was decided that since the library has so many activities which are posted on the sign, it would not be possible to include additional items.

Director's Report

NHLTA Conference presentation went well! Bill commented on the AI workshop he attended saying that using AI could assist in finding available grants.

Caitlin will submit an article to paper highlighting Tunesdays but will mention the fact that the decreased budget is resulting in fewer programs offered.

Programs and Events

SRP is in full swing! The event calendar was synched with Parks and Rec and has been distributed.

NNO planning is underway. Caitlin brought up the possibility of purchasing a foam machine or other equipment which can be used that night and at other times during program events. She would also speak to Celeste at Parks and Rec for a possible joint purchase. A motion was made by Tara Gendron to give $250 for purchase of that item. Seconded by Pat Mitchell. A roll call vote was taken. Chair Bill Meyer-aye; Tara Gendron-aye; Pat Mitchell-aye. The motion passed unanimously.

Flower arranging program is being planned. Cost will be $10.

Staff Update

The library staff has decided to go on a sunset dinner cruise on the Mt. Washington. Cost for that event has been previously granted.

Budget Snapshot

A total of 50 hours was spent for grant writing. No new grants for month of May. Books have been received from LOC. Manton Facilities Grant has been received and is earmarked for new doors.

Snapshot looks good despite some money spent on SRP supplies and for added employee hours to prepare for SRP.

Schedule next meeting

There will be no meeting in July. Next meeting is Monday, August 8, 2026 at 6pm at the library.

A motion was made by Pat Mitchell at 6:26pm to adjourn the meeting. Seconded by Chair Meyer. . A roll call vote was taken. Chair Bill Meyer-aye; Tara Gendron-aye; Pat Mitchell-aye. The motion passed unanimously.

Respectfully submitted,

Tara Gendron