

**Whitefield Public Library**  
**Board of Trustees Meeting Minutes (Draft)**  
**September 8, 2025**

The meeting was called to order at 10:00am

Attendees: Courtney, Judy, Cathy, Mary Ellen, Sondra, Katy, Diane, Teresa Russo,

Cathy moved to approve the minutes from August 18, 2025. Katy seconded.

**Library Director's Report**

Courtney said due to the Labor Day holiday there's no update on the proposed renovation. There has been word that the DOT's Bureau of Rails and Trails may be at the September 22 meeting with the Select Board. Ed Betz will attend as our representative and several Trustees will be in attendance.

USDA is moving forward. Courtney & Judy Ramsdell have another checklist to work through. Walker/Gove and Hamilton checks have come through from the town. They've been deposited in Special Projects to be moved to NHPDIP.

We discussed the "Community Partners" change to the Building Use Policy. We added WOLF Board Members to the policy. Sondra and Katy suggested we create a building use form and a current key list.

We are now an approved Apprenticeship NH site. The library will receive a stipend to be used for professional development and tools (but not salaries). Staff enrolled by September 13 will receive free CHW training and up-skilling for the next year plus.

Courtney discussed volunteering at the library and the opportunities available. Cleaning, processing/cataloguing books, assisting Lyn with program prep, being present during presentations are all areas where volunteers would be useful. Teresa asked if we need a volunteer coordinator and Courtney said possibly, when we get a larger number of volunteers.

**Treasurer's Report**

Sondra presented a budget spreadsheet and gave a CD update.

Cathy moved that the treasurer's report be accepted and Katy seconded. All were in favor.

Fall Festival/ Community Day will be October 4. There will be a book sale on the Common, weather permitting. Further details of the day have not been organized.

Mary Ellen asked about Mike Lee's report on the library trees. Courtney said an arborist recommended that the pine tree next to the parking lot come down, but the front red spruce can stay. They have gotten 3 bids on the tree removal.

The next meeting will be October 6 at 10:00am.

The meeting was adjourned at 11:55 am.