

**Whitefield Public Library
Board of Trustees Meeting Minutes
July 21, 2025**

Call to order at 9:58AM

Attendees: Judy Gessner, Diane Ash, Courtney Vashaw, Jeanne Burdette, Sondra Brekke, Katy Kopp, Mary Ellen Cummins, Suzy Colt

Katy moved to approve the minutes from June 2, 2025. Sondra seconded. The motion passed.

Reports:

Library Director's Report

Facilities:

Courtney met with Stuart this morning and discussed the fact that the rail resurrection will affect the permits for the driveway on the new build.

Financial:

*A date for moving forward with the build will be dependent on Northern Borders(NBRC) and USDA giving us notice to proceed.

*A \$500 unsolicited grant from DAR was received to go toward the building project. A one-pager was requested for DAR fundraising and Courtney completed and shared.

*Pre-app due on Thursday for Tillotson for September. This is a large ask and the field very competitive.

*Courtney working with Jay Dugan-Henriksen from WOLF to identify other possibilities. Possibly apply to NHCF via WOLF for their community grant and CDFA CDBG Public Facilities Grant round 2 (Fall/Winter 2025).

Programming:

Summer Schedule in full swing, all presenters are paid for. We've had some days with 100 visitors and average about 30. Lunches are going well at about 20-50 a day. Tuesdays and Thursdays are busiest.

Community:

Courtney will be speaking at the NH Family Engagement Summit hosted by PRI on July 30 about the value of library partnerships.

Treasurer's Report

Sondra presented the Treasurer's report.

Diane made a motion to accept the treasurer's report. Katy seconded and the motion passed.

Judy made a motion to reimburse WOLF for \$20,000 for fiscal year 2025 startup funds. Sondra seconded, and the motion passed.

Judy moved to request the Trustees of the Trust Fund release to the library the M. Hamilton library fund (balance 7/1/25 \$2175.11) and the Walker/Gove fund (balance 7/1/25 \$1636.44). Sondra seconded the motion and it passed.

Insurance for full-time employee

Workmen's Comp. insurance for employees is covered under the town policy.

Judy moved to pay the cost of the full-time employee's life and short-term disability insurance. Katy seconded and all were in favor.

Personnel

Suzy and Audia will be leaving on the same day, August 23 . Courtney and Lynn are working on job descriptions to replace them with additional part-time staff.

Banking

We will roll the CD that matures in August into the NHPDIP.

Building updates

A sink has been added to the plans for the children's room.

NH Gives results

As the result of New Hampshire gives, we took in \$2385.68.

Grant updates

Process of Courtney applying for grants-we are happy with Courtney's process and she will continue to update us.

Plans for small trees outside the addition

Diane spoke to Grimes Nursery and they said our weeping crabapples where the new building is going will most likely not be able to be dug up and will be lost. We discussed the hydrangeas that could be moved and Suzy would like WOLF to sell those if the timing works out.

The select board stated at their last meeting that an arborist told them the large pine trees in the front of the library are dead and should be removed. We are waiting on a status update on this.

New Business:

Katy reported that the old town hall bell was found at the transfer station. Diane checked with the Historical Society and they don't have a use for it and would like it to be near its original spot. Stuart will incorporate it into the new build.

Next Meeting: August 18, 10:00 AM

Adjourned: 12:34 PM