

**Gilman Library Trustees Meeting Minutes
Lower Level Meeting Room—December 4, 2025**

Call to Order: 5:01 PM by Betty Jane.

Present: Betty Jane Muelenbroek, Gabrielle O'Toole, Annette Slipp, Kristine Simone, Sarah Hill, and Holly Brown.

Minutes – Motion to accept the October minutes by Annette. Seconded by Gabby. Passed.

Treasurer's Report (Balance as of September 30, 2025, November 2025 statements pending)

General Checking - \$43,923.52

Money Market (Profile Fund 1) - \$22,800.07

Nancy Jordan Memorial Fund - \$1,662.55

Other Funds – Funds held by Town of Alton

Capital Reserve Fund for Library Building Improvements - \$71.06 (as of December 31, 2022).

Eveline L. Palmer Trust Fund for library books (Interest to spend) - \$0.00 (as of May 30, 2024)

Oliver J.M. Gilman for library books (Interest to spend) - \$527.64 (as of May 30, 2024)

Annie A Wheeler by Agnes Thompson for the library (Interest to spend) - \$3,918.69 (as of May 30, 2024) Calvert Fund for maintenance & repair (principal and interest to spend) - \$1,000.00 (as of May 30, 2024)

Deposit Income Activity/acceptance of funds –

To Checking – Total for November 01 2025 thru November 22, 2025 - \$300.07

(Deposited November 26, 2025, reflected on November 2025 statement)

Copies -\$32.05

Consc. / Donation Jar – \$77.16

Fax - \$15.00

Coffee – \$3.75

Membership - \$20.00

Maps -\$1.50

Computer Donation Jar - \$0.61

S. Lambert Donation - \$100.00

J & S Brown Donation - \$50.00

Yearly Income Totals January 1, 2025 thru November 22, 2025

Library generated funds (donations, etc.) – \$3,195.07 (to General Checking)

Trust Funds held by Library (from Fidelity) – \$30,262.50 (to Money Market/Profile 1)

Town of Alton reimbursement – \$7,087.26 (to General Checking)

Friends of the Library - \$300.00 (to General Checking)

Trust Funds Held by the Town - \$0.00

Trust Funds held by Fidelity – August and September interest accrued – \$00.00 (October 2025 pending) Yearly interest accrued \$675.21

Motion to accept Treasurer's Report & Donated Funds made by Annette. Seconded by Sarah. Passed.

Old Business

Discussion of storage remodel (lights, furniture, donated funds, contributors' plaque), doors and railings.

Discussion of new director and new aide position.

Motion to accept the quote presented by Steven Gagnon of Back Bay Network for the IT contract beginning January 1, pending new director's approval by Annette. Seconded by Kristine. Passed.

Discussion of main floor closet (shelves).

Discussion of child library card police from the State of New Hampshire.

Discuss of book drop update.

Meetings to note

Business meeting – January 6, 2026 at 5:00 pm

Trustees of the Trust Funds –Monday, December 15 at 9:00 am

Motion to adjourn at 6:41 by Annette. Seconded by Betty Jane. Passed.