

**Gilman Library Trustees Meeting Minutes  
Lower Level Meeting Room—October 7, 2025**

**Call to Order:** 5:00 PM by Betty Jane.

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

**Minutes** – Motion to accept the September 16 minutes with minor corrections (*motion to accept August minutes instead of June minutes*) by Betty Jane. Seconded by Sarah. Passed.

**Treasurer's Report** (Balance as of August 29, 2025, September 2025 statements pending)

General Checking - \$45,199.76

Money Market (Profile Fund 1) - \$28,224.32

Nancy Jordan Memorial Fund - \$1,362.43

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 Agnus 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 August 30, 2025 thru September 20, 2025 - \$479.64

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

Copies -\$62.50

Consc. / Donation Jar - \$47.99

Fax - \$11.00

Coffee – \$3.15

Shea Donation -\$100.00

Keewaydin Donation - \$50.00

Mahjong Ladies Donation - \$205.00

Note: Deposited to Money Market /Profile 1 from Fidelity earmarked for programming - \$1,500.00

**Yearly Income Totals January 1, 2025 thru June 21, 2025**

Library generated funds (donations, etc.) – \$2,649.53 (to General Checking)

Trust Funds held by Library (from Fidelity) – \$28,762.50 (to Money Market/Profile 1)  
Town of Alton reimbursement – \$3,666.76 (to General Checking)  
Friends of the Library - \$300.00 (to General Checking)  
Trust Funds Held by the Town - \$0.00  
Transfer from Money Market/Profile 1 to General Checking for programming, etc. - \$00.00.  
Trust Funds held by Fidelity – June and July Interest accrued \$19.95 (August, September, & October 2025 pending) Yearly interest accrued \$675.21

Motion to accept Treasurer's Report & Donated Funds made by Kristine. Seconded by Gabby. Passed.

### **Old Business**

Discussion of construction progress for front steps, storage remodel, doors. Update on storage shed and railing.

Update on roof work (done in 2013), which is out of warranty. Discussion of three roofing quotes from Whyte-Mere, JMS, and Jalbert. All bids vary widely in price, approach, and size. We will be asking for warranty from each company and consulting with the building inspector to get more information about what might be the most appropriate approach.

Discussion of Library Director applications and Library Aide position.

Update on Lang and furnace check. Holly will contact Blouin who installed the system.

### **New Business**

Motion to pay Josh Monaco of NH Cyber for the IT contract by Kristine from general checking. Seconded by Gabby. Passed.

Discussion of a new state policy regarding library cards for minors. We will be receiving guidance from NH State Librarian and writing a policy based on that in the future.

Motion to give Danny Kila a donation of \$600 for his Hawaiian music programs by Betty Jane. Seconded by Sarah. Passed.

### **Meetings to note**

Business meeting – November 4, 2025 at 5:00 pm

Selectmen Budget Discussion – Tuesday, October 14, 2025 at 6:00 pm

Trustees of the Trust Funds – Monday

Motion to adjourn by at 6:55 by Gabby. Seconded by Sarah. Passed.

*Sarah Hill*

Respectfully Submitted,  
Sarah Hill  
Secretary, Gilman Library Board of Trustees