

Approved

Marc A. Hurzeler, MD Public Library Trustee Meeting Minutes

October 14, 2025

Meeting opened at 6:35.

Those present: Elizabeth Milligan, Chair. Joy McCorkhill, Library Director, Leslie Seppala, Bette Bovio, Brenda Roy, and Jeanne Kenison.

The September 9 and 23 Trustee Meeting Minutes were reviewed by the trustees. Liz made a motion to approve the MAH Library Trustee Meeting Minutes and the Special MAH Library Trustee Meeting Minutes September 23 as presented. This was seconded by Jeanne and passed by all trustees.

Leslie passed out the treasurer's report for trustees to review. The checking account balance as of October 14 was \$10,063.37 and the savings account was \$26,053.93. Liz made a motion to accept the treasurer's report as presented, seconded by Jeanne and passed by all trustees.

Director's Report

Joy has placed the Community Calendar order.

Joy submitted the application for PC4P after creating a tag line and project description on the fly.

The new website with CyberOptik (with ADA compliance) went live. Joy completed the training 10/13/25 and she can start correcting parts she couldn't figure out. Joy stated that they need to fix a few things and add on a professional version of event plug-ins. She had already asked for this as it will plug in recurring events and allow people to RSVP. Because of the volume of CyberOptik launches due to Piper Web closure, training was switched to online. The good news is that we have it for future use but the bad news is that it isn't as good as live training specific to our site.

Baker & Taylor has announced that they are shutting down. Libraries are scrambling to find other sources and Joy has already reached out to Ingram&

Brodart. Brodart has agreed to take us on, making an exception without the budgetary requirement. She will need to complete a couple of trainings. Since the announcement, Ingram & Barnes and Noble have reached out to library communities but they aren't offering rural libraries any discounts.

Trustees decided to host the Valentine Craft Fair and Chocolate Tasting Event 2/14/26. We will still be allowed to host the tasting/lunch in the overflow room as the kitchen, as suggested by the SB, wouldn't work.

The Department of Education Grant loss by NH Statewide Family Education Center will affect the Dolly Parton Imagination Library funding through the Whitefield Library. Jefferson has 20 of the total 31 children under 5 years old. Whitefield Library has asked if we would be able to help fund this program after January first, if other sources aren't available. We will table this for the present until we see what funding will be available.

Emma had a request to host the Halloween party again and it is scheduled for Oct 30th. At least 5 are planning on attending and it will be held in the NF Room. She will have pizza, snacks, craft and henna as well as a movie.

The van for the ILL books is still an issue and will continue to be so.

Joy's next project is to work on the Website, LTC purchases and figuring out Brodart.

Joy stated that the library will be closed on Veteran's Day and that Emma will cover Joy's Monday shift as she will be in MN.

New Business

The invoice to Portland Glass for \$1500 will be printed off to go to Amanda. We will need to put molding around the door and replace 1 piece of carpet.

Joy will have a draft for the personnel policy at our next meeting. There are additional policies that the town attorney suggested we include in our library that Joy will draft as well.

Liz suggested that trustees change the trustee meeting time from 6:30 to 6 with all in agreement. Liz made a motion to change the meeting time from 6:30 to 6, seconded by Leslie and passed by all trustees.

Liz passed out the 2026 Library Budget for trustees to review. The prepared budget for 2026 using the endowment fund will be presented to Amanda for presentation to SB. The Trustee Allowance of \$12,325 with subtraction of Endowment Fund of \$6,500 would be \$5,825.

The next meeting will be November 11 at 6.

Meeting adjourned at 8:11.

Jeanne Kenison, Secretary