

## ***Nesmith Library Board of Trustees***

### **Meeting Minutes**

Tuesday, March 18, .2025

Nesmith Library, 6:30 pm



#### **Present:**

Trustees: Theresa Abbamondi, (Assistant Chair), Beth Talbott (Chair), DJ Withee, Stephanie Lohret, Jenny Cutler (Treasurer) arrived 7:40 PM

Director: Sylvie Brikiatis -absent

Assistant Director: Karen Burbank

Public: None present

**Absent:** Robin Bostic (Recording Secretary), Cathy Girata

**Call to Order:** Theresa Abbamondi at 6:37 PM.

**Mission statement:** Read by Theresa Abbamondi

#### **Approval of Meeting Minutes:**

Meetings not approved - hold and approve at the next meeting.

#### **Gifts:**

Mark Branoff - \$500 to the named fund

Motion was made by DJ Withee to receive these gifts. Stephanie Lohret seconded the motion.

Motion passed 4-0.

#### **Correspondence:**

No correspondence was received.

#### **F.L.O.W. Report:**

- Upcoming Meetings April 7 (Theresa attending), May 5 (Stephanie attending). June 6 (DJ attending).
- Academic Grants
  - The Mary Long Arts Grant (\$2,500)
  - The Professional Studies Grant (\$2,500)
  - The Community College/Trade School Grant (\$1,500)
- Strawberry Festival

The next meeting is April 14 and May meeting May 12 (Theresa attending, May 5 (Stephanie attending). June 6 (DJ attending). We are moving along on all cylinders

- **Book Fair**

Last day of collections for book donations on Saturday April 5 from 10:30-3:30pm at the library.

## ***Director's Report***

### **Overview.**

- Circulation. In February 2025, 15268 items were loaned. By contrast, 16038 items were loaned during February 2024.
- Registration. 8692 patrons are registered as of the end of February. 64 new cards were issued in February 2025.
- Internet use. In February 2025, 185 uses were recorded. This compares with 122 uses in February 2024.
- EBook lending – 1000 eBooks were loaned in February 2025. 1092 eBooks were loaned in February 2024.
- EAudiobook Lending – 1577 eAudiobooks were loaned in February 2025. 1343 eAudiobooks were loaned in February 2024
- People Counter. Visits during February 2024: 4926 Visits during February 2024: 4662
- Sunday visits. 423

### **Building and property maintenance.**

- Conversation w/ Dennis about cleaners and snow removal at library
- Repaired automatic door openers
- Worked on Maintenance schedule

### **Technology.**

- New website launched 3/1/25
- Recycled old towers

### **Personnel.**

- Attended town DH meeting to be introduced to new TA
- 5 staff members to conference

### **Communication**

- Kept staff updated on legislative changes
- Summary of town meeting results
- Met with Mark Kovacs about letter about PPA solar funding
- FLOW plan for use of funds for SRP
- Programming staff meeting for SRP
- Met with new town administrator about library challenges

### **Other.**

- Attended GMILCS finance committee to develop draft budget
- Attended GMILCS membership committee to plan board retreat
- LX starter kit
- Purged inactive library cards

- Met with strategic planning committee to work on draft plan ahead of presentation to the full board
- Renewed our SAM registration (federal grant program)
- Customized reports in QBs online
- Update in the new Executive Order from Friday 3/14/25

**Treasurer's Report:** Treasurer report will be completed once the budget has been approved. The budget is in compliance.

**Trustee Committee's Reports:**

- Strategic Committee met and topics were assigned to trustee members. A meeting will be held with the Director on March 5, 2025. Trustees should check and be ready with any input.

**New Business:**

- Registration for NHLTA Conference - will need to register with a credit card and bring receipt to Director
- Meeting Schedule for New Term - delay until March 27, 2025 meeting
- Appoint New Officers - Delay the appointment until March 27, 2025 at 7:15 PM. Motion by Jenny Culter, second by DJ Withee. Vote 5-0.
- Establish New Committees- delay until March 27, 2025 meeting
- Any additional new business

**Old Business:**

- Sealed minutes review - annual review of these should be scheduled.
- Transition of Trustee drives - will discuss when Director is back
- Strategic Plan update

**Public Comments:** No members of the public present

**Non-Public Comments:** N/A

**Announcements:**

The next meeting will be held (3/27/25), at 7.15 pm.

A motion to adjourn was made by Jenny Cutler PM and seconded by Stephanie Lohret Vote 5-0 passed. The meeting adjourned at 8:19 pm.

Respectfully submitted,  
Beth Talbott

Meeting Minutes