

Friends of the Merrimack Public Library
April 29, 2024 meeting - 7:00 pm

In attendance: Debbe Walter, Friends president; Victoria Agnew, Friends treasurer; Michelle Nover, Friends secretary; Pauline DuCharme, director at large; Deb Covell, Board representative; Yvette Couser, Director, Merrimack Public Library; Cathy Walter, Head of Youth Services, Merrimack Public Library

Minutes

The minutes from the February 26, 2024 meeting were submitted for approval
Victoria made a motion to accept the minutes
Debbe seconded the motion
Motion passed

Next Friends Meetings

Monday, June 10, 2024 at 7:00 pm

Friday, June 21, 2024 - Annual meeting including officer renewal, 5:30 pm
Officers to be renewed:
Claire Muise, vice president
Michelle Nover, secretary

Next Book Sale

Friday, June 21, 2024 - Friends members pre-sale, after annual meeting
Saturday, June 22, 2024 - 9:00-2:00

Treasurer Report

The financials were presented for approval - \$19,244.47 final balance
Michelle made a motion to accept the financials
Pauline seconded the motion
Motion passed

Staff requests

Cathy presented the summer funding requests for both the Youth and Adult services departments. This year the theme is "Adventure Begins at Your Library"

Youth services:

- \$650 for the summer reading Kick-Off Concert
- \$200 for summer reading raffles baskets
- \$400 for a community goal of 600 badges earned

Adult services:

- \$300 for summer reading baskets
- \$100 for library themed pens and notepads
- \$100 for themed decor

Michelle made a motion to fund \$1750 for the summer staff requests
Pauline seconded the motion
Motion passed

Director Report

Update on Building Projects

- HVAC - A retro-commissioning agent was onsite to test the heating part of the HVAC system, including all pipes and terminating units. He attended the Trustees' April meeting to present his report, that had identified some issues that might be contributing to the system's erratic operation. Once the system is switched over from heat to air conditioning and has run for a few weeks, the retro-commissioning agent will return to test this aspect of the system. The retro-commissioning agent recommends that the library replace the current chiller which is approaching the end of its life.
- The building will be closed on May 6th so that the main stairwell treads can be replaced. These treads are original to the 1979 addition. The project will take one day.
- Slate Roof - The library worked with the Town Finance office to post an RFP for repair to the slate roof. Four vendors attended a walk through and three submitted bids. The bids have been opened and submitted to the Trustees for their review. This project will address broken slate tiles and leaking over the Teen book shelves in the Henderson Room.
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The Library budget did not pass on voting day, 4.9; Yvette and the Dept Heads submitted a reduced budget to the Trustees for approval. After several meetings, the Trustees approved a reduced budget that includes a 4% raise for FT staff and a \$2 raise for PT staff. The Town Council will be reviewing the proposed default budgets at their meeting on 5.9.

Trustees Report

- The Strategic Planning process has resumed after consultant Deb Hoadley took a short break.
- Two Trustees were re-elected - Janet Krupp and Molly Mortimer
- The Town Council has been asked to reappoint alternate Trustee, Ruthmarie Swisher, for a 1 year term

Membership addendum

Victoria made a motion that if someone has paid their Friends membership within 60 days of June annual meeting, that their payment would be applied to the coming fiscal year.

Debbe seconded the motion

Motion passed

Victoria made a motion to adjourn the meeting

Pauline seconded the motion

Meeting adjourned at 7:43 pm