AGENDA

Exeter Public Library Board of Trustees

September 22, 2026 6:00 PM

Zoom Link:https://us06web.zoom.us/j/84915660840?pwd=0kBWdvKdUR84zg4SFgZ5JLi62mMYac.1

1) **Call to Order and Roll Call**
   a. Call to order at 6:04 PM
   b. Kathy Boudreau, Cathleen Toomey, Susan Feltus, Deb Wold, Barbara Young, Diana Perry, Sherry Kostenbader, Julia Lanter
2) **Correspondence**
   a. Carla Ferreira, Chair NHLA Paralibrarian Review Board, congratulated Ashley Marstaller for reaching Level 1 Paralibrarian status.
   b. Judy Rowan sent an email thanking the staff for the in-service day.
3) **Review and Approval of Minutes of the previous meeting (Click Link for Full Minutes)**
   a. **August Minutes**
   b. Susan moved to accept the minutes of the August meeting.
   c. Diana seconded.
   d. Approved.
4) **Reports**
   a. **Director's Report**
      i. In Service Day (August 31, 2026) Report
         1. The day was very successful.
         2. Many patrons noticed the work done and appreciated it.
      ii. IMLS 2025 Report
         1. It was officially published this week.
         2. In looking at the data, Exeter Public Library was 2nd in the state for programming and 4th in the state for computing
      iii. The library received an anonymous donation for 2 TranslateLive tablets equaling about $6,000 to increase language accessibility at the library.
   b. **Operating Statement**
      i. The library is doing okay this quarter. We are still bracing for electricity bills.
      ii. The payment for Quarter 4 will be received in October.
      iii. Julia is looking into getting the heaters for the bathroom before winter
   c. **Building and Grounds Committee**
      i. The committee met on August 28.
      ii. The Recommissioning process is coming to a close and we are hoping to conclude the process by the end of the year.
      iii. The committee is now planning what next steps can be taken to fix the continuing issues and prioritizing items to fit into a future Town CIP budget for future repairs. All experts that have looked at the building say that there are no easy answers.
      iv. If the public has any suggestion for aerobarrier ductwork servicers, the library would happily receive them.
      v. Proposed November 18th @ 10:00 AM final Recommissioning Meeting
   d. **Budget Committee**

i. The budget will be given to the Budget Review Committee officially on September 30.
ii. In October, the BRC subcommittee will meet with the library to discuss any questions.
iii. There should be another meeting in November with the full committee.
iv. Kathy and Julia have already met with the BRC committee head to prepare for these meetings.
v. Two new employees were hired, one part time and one full time.
vi. There are corrective measures in part time, but this will be a one time fix.

e. **Technology Committee**
   i. The first meeting will be scheduled for October.

f. **Fundraising Committee**
   i. The committee met on September 17 at 2 PM.
   ii. The names for the annual appeal have been gathered and adjusted from previous campaigns going back to 2018.
   iii. The postcard has been designed.
   iv. Question about small number of names on the mailing list
      1. Library cards are protected addresses
      2. Donor list is completely separate
      3. Can the library buy a mailing list if the mailing list is not large enough? Julia says no library funds can be spent on annual mailings
      4. The library can add to the adult registration a check to allow for annual appeal inclusion.
         a. Cathleen motioned to adapt registration to add annual appeal as a checkbox for adults.
         b. Deb seconded.
         c. Approved
   v. Can the staff ask patrons if they want to be added to the list verbally?

g. **Long Range Plan**
   i. The committees met on September 17 at 5:15 PM.
   ii. 926 responses were received for the Long Range Plan between the adults and teens surveys.
   iii. The staff have shared their input in a unique staff survey.
   iv. The Trustees still need to give their thoughts. They selected questions to answer and will bring their responses next month to create a trustee statement to add to the Long Range Plan.

h. **Personnel Committee**
   i. Nicole Gauvreau new FTE
   ii. Raine Ericson new PTE

i. **Policy Committee**
   i. The committee met September 21 at 3 PM
      1. Social Media Policy
         a. This policy aims to protect the staff and makes it clear to the public what is and is not done by the library on social media.
         b. Cathleen motioned to add the policy.

c. Kathy seconded.
d. Approved.

2. Community Bulletin Board Policy
   a. This provides clarity on what the library can and cannot post.
   b. Cathleen motioned to add the policy.
   c. Susan seconded.
   d. Approved
3. No Trespass Policy
   a. This was written to adapt to the new law. The trespass length of time can be altered by the governing board based on the recommendation of the organization's governing board. In the case of the Library, the governing board would be the Town Select Board as they are in charge of the Exeter Police who issues NTOs to Library Patrons in Exeter.
   b. Deb motioned to share this policy with the Select Board.
   c. Cathleen seconded.
   d. Approved
4. Electioneering at the Library Policy
   a. This policy was updated to reflect the new law.
   b. Diana motioned to accept the policy.
   c. Cathleen seconded.
   d. Approved
5. Military Spouse Leave
   a. The policy was created to reflect the new law.
   b. Susan motioned to accept the policy.
   c. Deb seconded.
   d. Approved
6. Vote to officially accept ALA Library Worker Bill of Rights
   a. Diana motioned to adopt in the library's guiding documents.
   b. Kathy seconded.
   c. Approved.

j. **Friends of the Library**
   i. They met on September 15 at 6:30 PM.
   ii. There is nothing new to report.
   iii. The Friends are working on tabulating the total amount donated to the library last year.

k. **Social Committee**
   i. The committee met on August 31 at 12 PM.
   ii. The library will be hosting the William F. Childs Community Art Space Dedication October 10 at 10 AM with a jazz concert to follow at 11 AM.
   iii. The trustees approved covering the cost of a framed photo of Bill Childs with a dedication sign and hopefully some art.

l. **New Trustees Committee**

5) **Continuing Business**

6) **New Business**
    a. Vote to add second In-Service Day Last Monday of March Annually
        i. Deb motioned to add a second in-service day in March.
        ii. Susan seconded.
        iii. Approved.
    b. Elephant Tusk Rob Soodalter & Lincoln Society Loan
        i. Cathleen motioned to transfer ownership back to Rob Soodalter
        ii. Deb seconded.
        iii. Approved.
7) **Public Comment**
8) **Adjourn - Next Meeting October 27th, 2026 in the Children's Craft Room**
    a. Cathleen motioned to adjourn the meeting.
    b. Susan seconded.
    c. Adjourned at 7:52 PM.