

AGENDA
Exeter Public Library Board of Trustees
February 24, 2026 6:00 PM

Zoom Invite Link:

<https://us06web.zoom.us/j/82245054198?pwd=zeza5T3GUcH4nB63gS4VIow1d5jwbf.1>

- 1) **Call to order & Roll Call**
 - a) Call to order 6:04 PM
 - b) Jennifer Medlock, Barbara Young, Sarah James, Lisa Wilson, Kathy Boudreau Julia Lanter, Diana Perry
- 2) **Correspondence**
 - a) February 5, 2026 Exonian article
 - b) February 14, 2026 Judy Rowan email
- 3) **Minutes last meeting**
 - a) https://www.exeterpl.org/files/ugd/48fbf9_14f6b7c202e54838b7dfdc6b07e8_830c.pdf
 - b) Sarah proposed a few edits to the minutes
 - i) In the Correspondence section: identify Peter Lennon as the Chair of the Trustees of the Trust
 - ii) Adjust the tenses in the Reports section under d and e
 - iii) Barbara motioned to accept the minutes with the proposed edits.
 - iv) Kathy seconded.
 - v) Approved.
- 4) **Reports**
 - a) **Directors Report**
 - i) The library will be unbundling from Cintas. Previously, the town recommended Cintas as they serviced multiple elements of fire and emergency safety. We are moving to multiple vendors in alignment with the town.
 - ii) Burns, the new vendor will be coming in to inspect the fire suppressant system in sections to limit the potential damage to the building.
 - iii) Jeff Beck from Exeter Department of Public Work is helping us to find a repair company for the larger pipe leakage.
 - iv) The library has limited how many books purchased until March 10 election this year, focusing only on the really popular titles, until the town votes on the budget and we have a clearer picture on the cost of the fire suppression system repair.
 - v) February 17 Select Board Meeting ADA Funding Request accepted
 - (1) Public hearing to approve Town of Exeter ADA Funds for the purchase of Universal Changing Station for Exeter Public Library
 - (a) No questions or comments concerning the table
 - (b) Question regarding the Exonian article's origin. Julia explained the Exonian reached out to ask if they could write an article. They interviewed community members and library staff. It is part of our ongoing effort to bolster our relationship with Philips Exeter Academy.
 - (2) Discussion and vote to accept Town of Exeter ADA Funds
 - (a) One update from Corey Stevens, Exeter Financial Officer: he requested that the town directly pay for the installation and table with the library submitting any invoices received.

(b) Sarah motioned to receive the funds from the town and follow the payment method proposed by the town.

(c) Barbara seconded.

(d) Approved

b) **Operating Statement**

i) Julia provided additional documentation this month to demonstrate that the outstanding payments have been paid.

ii) We are monitoring gas prices, which are increased.

iii) In general, the library is being more conservative right now with budget spending until some unresolved building issues with the fire suppression system are repaired.

iv) Update Nonresident Fee (annual taxpayer cost is now \$185, current fee is \$75).

(1) Traditionally the library matches current taxpayer rate for Nonresident Fee.

(2) In researching other communities, Concord and Portsmouth offer a senior or youth discount to Nonresidents.

(3) The rate is quite low, even considering that Nonresidents do not have access to Libby or the Inter-Library Loan system. Comparable libraries are in the \$100-\$125 range.

(4) Sarah moved raising the Nonresident fee to \$100

(a) Question on when this would go in effective.

(i) Immediately, pending updating all appropriate paperwork.

(5) Kathy seconded.

(6) Approved

c) **Building, Grounds, Technology**

i) New vendor for Fire Suppression System & Fire Alarms

(1) Discussed in Director's Report

ii) Update on Fire Suppression System Leaks

(1) Discussed in Director's Report

iii) February 19 & March 19 with Don Briselden with Town of Exeter Facilities Advisory Committee

(1) Julia has been meeting with Don regularly to keep the town informed of the building issues and seeking advice for repairs.

iv) Proposed "William F. Childs Community Art Gallery" dedication memoriam

(1) The Library wants to thank Bill Childs and his family for all that they have done for the library and the Town of Exeter over the years, including donating art to the library.

(2) Julia will work with the family to compose an appropriate plaque and relocate one of the art pieces to accompany the space.

(3) Diana motioned to dedicate the art gallery as the "Bill Childs Community Art Gallery".

(4) Sarah seconded.

(5) Approved.

(6) Bill's birthday was on September 10, so the library will host the dedication ceremony then.

d) **Finance and Fundraising**

i) Last year taxpayers for a median household of \$500,000 paid \$185 dollars in taxes. The current nonresident fee is \$75, last updated in 2021.

(1) Discussed when discussing Operating Statement.

ii) Annual Appeal has raised about \$6,000, meaning it is about \$13,000 short of the goal.

- (1) It will be kept open until an updated one is arranged by Cathleen Toomey.
 - (2) Julia will develop messaging that can be shared before every program to thank people who have donated to the library.
- e) **Long Range Plan**
- i) Teens have begun filling out surveys.
 - ii) The adult survey is nearly completed. At the next meeting, they will be discussing dispersal.
 - iii) The committee has requested a table at the Town Election. Volunteers have already been asked, and the Friends will also be included.
 - iv) Cathleen Toomey will be taking over as board liaison.
- f) **Personnel and Policy**
- i) Library Director reviews have been written. The committee will review the reviews and discuss with Julia later this week.
 - ii) Petitions and Solicitation Policy
 - (1) A slightly updated and edited version was submitted to the board to better and more clearly reflect the applicable laws. The goal was to find a balance between privacy and constitutional rights.
 - (2) Barbara motioned to accept the updated policy.
 - (3) Sarah seconded.
 - (4) Approved
 - iii) Wearable and Personal Recording Devices Policy
 - (1) There is no other policy like this in New Hampshire, but this library has already seen several cases of these devices in the building. Its goal is to clearly reflect existing privacy laws and protect children and teens.
 - (2) A slightly updated and edited version was submitted to the board, particularly edits specified where librarians do business.
 - (3) Barbara motioned to accept the updated policy.
 - (4) Lisa seconded.
 - (5) Approved
 - iv) Adult Library Card Policy Update
 - (1) Sarah and Julia are working to edit the policy down to make it less repetitive and reformat it for clarity. No content is being changed.
- g) **Friends**
- i) Community Oven in Hampton has been rescheduled to April 27.
 - ii) They are looking into the Sweet Liberty Soiree as recommended by Cathleen Toomey.
 - iii) They are supporting some big programs in March: What is Bigfoot and the New England Irish Harp Orchestra.
- h) **Social**
- i) They are planning to do something in the spring when the decks reopen.
- 5) **Continuing Business**
- a) The library has switched to Newburyport Bank. Sarah has signed the paperwork already. Jenny, Julia and Denise will this week.
 - b) Moving forward with donations, best practices are to have public meetings when the donation value is \$5,000 or more as described in RSA 202-a:4-d.
 - i) Question about emergency situations. Julia explained notice requirements must be followed, which is 48 hours of notice after 7 days in a newspaper.
- 6) **New Business**
- a) May 27th NHLTA Annual Meeting Doubletree in Manchester

- b) Next Meeting March 24, 2026 @ 6:00 PM in Library Children's Craft
- c) Thank you to Jenny Medlock and Laura Wyskiel for serving as Trustees.

7) **Public Comment**

8) **Adjourn**

- a) Barbara motioned to adjourn.
- b) Kathy seconded.
- c) Approved at 7:01 PM.

DRAFT