

TOWN OF NEWBURY



NEWBURY PUBLIC LIBRARY
Tel. (603) 763-5803

NEW HAMPSHIRE
INCORPORATED 1778

P.O. Box 245
NEWBURY 03255

Library Trustees Meeting July 14, 2026

PRESENT:

TRUSTEES

Todd Maily
Jeanne Palleiko
Sharon Stockel
Paul Sullivan
Lynne Tuohy

ALTERNATES

Anita Kotelba
Bryan Ricupero

STAFF

Lea McBain

PUBLIC

Carrie Sullivan

Meeting started at 4:59 pm

1. **Welcome: Role Call/ Change to the Agenda-** Paul Sullivan has no changes to the meeting agenda
2. Approval of the June minutes- A small correction in spelling, **Motion to accept the corrected minutes by Lynne Tuohy seconds by Sharon Stockel, 5-0 to accept. (Anita Kotelba voting until Todd Maily arrived)**
3. **Public Input-** nothing at this time
4. **Reports-**
 - 4.1 Director's Report- Lea McBain was happy to report that checkouts have increased, the board was pleased to hear that. Library programs were well attended in June. The largest attended programs were Tai Chi, Storytime, Davis Cabins, Abigail Adams and Leaping Lizards. 106 books have been added to the collection; digital downloads are up 3% from last year at this time. The board discussed The Capital Improvement Plan (CIP), looking to see what is needed as we move to 2027-2032. The Friends of the Library purchased a time capsule. They are asking local organizations to add small mementos to it. There will be a closing celebration on August 30th. The time capsule will be housed in the library and open in 50 years.
Updates to the building: A plumbing issue occurred on Old Home Day, as a result of that we looked into to see if it was a septic tank problem. The septic tank should be replaced in the next 10 years. JP Pest found carpenter ants. The board made a motion

- to do a perimeter treatment now and in the fall. **Motion to move forward with the made by Jeanne Palleiko second by Paul Sullivan, 5-0 to accept. (Anita Kotelba stepped down, Todd Maily voted)** The phone system has been switched to Fidium. HVAC maintenance occurred in July and there was discussion on fixing the cleaning closet door.
- 4.2 Treasurer's Report- Jeanne Palleiko indicated we are underbudget. **Jeanne Palleiko made a motion to accept \$229.48 in unanticipated income, seconded by Lynne Tuohy, 5-0 to accept.**
- 4.3 Foundation Report- Jeanne Palleiko indicated that the foundation will approve the cost of the irrigation system and insulation.
- 4.4 Friends's report- The friends held a book sale on Old Home Day along with a raffle. Sunapee Mountain donated 4 passes to the adventure park. Between the raffle and book sale they were able to make \$954. They have two open board position President and Treasurer. They have purchased a time capsule that will be closed on August 30th asking local organizations to add mementoes to it.
- 4.5 Current Events- The new address for NHLTA is PO box 236, Newbury. The bill regarding school books was vetoed by the governor.
5. **Policy Review-** The Collection Development policy addressing AI was reviewed by the board. One correction was made, to include NH downloaded books consortium or Libby digital catalog in parentheses. **A motion was made by Jeanne Palleiko seconded by Paul Sullivan, 5-0 to accept.**
6. **Old Business**
- 6.1 Landscaping- Discussion regarding coming up with a policy and procedure for landscaping areas of the library. Irrigation system is scheduled to be installed in the coming week.
- 6.2 Director's Review- We are continuing to research forms for a new review.
- 6.3 Roof update- The vent on the roof will be taken out in conjunction with installation of the heating pads.
- 7 **New Business-** discussion regarding a patron that is interested in becoming an alternate, He will be contacted and asked to attend future Trustee meetings.
- 8 **Adjournment- Motion to adjourn made by Lynne Tuohy, seconded by Jeanne Palleiko, 5-0 to accept.** Next meeting is August 11th.

Meeting adjourned at 6:22 pm

Minutes submitted by Sharon Stockel, Secretary