

MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

April 21, 2026

Trustees Present: Jen Phillips, Lynn Soucie, Kate Ver Ploeg, Kate Knight-Dupuis, Deb Ricker, Karyn Quinn (Alternate)

Others Present: Dan Bunker (Assistant Library Director)

Members of Public: none

The meeting was called to order at 1:01 PM.

Current Tasks/Policy Updating:

- Trustees signed the Memorandum of Understanding (MOU) with the Town.
- Discussed the current status of the parking lot project.
- Discussed employee benefits and job descriptions.
- Public Hearing to accept the Association for Rural and Small Libraries (ARSL) grant will be scheduled for the start of the May 22 meeting, at 12p.
- Discussed upcoming tasks/project assignments.
- NHLTA Meeting registration deadline is May 8.

Public Comment: None

Secretary's Report:

- The March 24 meeting minutes were reviewed. Lynn made a motion to accept the minutes as submitted. Kate VP seconded the motion. All voted in favor.

Library Director's Report:

- BML was not selected for the grant that would have covered a significant portion of the cost for a privacy pod.
- BML was selected to receive a \$15,000 grant from ARSL for lighting (interior).
- New ceiling fans and hand dryers were installed in both bathrooms.
- New England Classic Charity Bike Tour will be using the parking area on Monday, July 13 as a rest stop. They will coordinate and cover the expense for a port-a-potty for their use.
- BML will participate in the BioBlitz & Wild Discovery Day that is scheduled for Saturday, May 2 at the Marston Recreation Area.
- Lynn made a motion to add the Director's report to the minutes. Kate KD seconded the motion. All voted in favor.

Treasurer's Report:

- Treasurer's Report – still working out the kinks/changes from the switch to QuickBooks online.

- Lynn made a motion to add the Treasurer's Report to the minutes. Kate VP seconded the motion. All voted in favor.

Friends of the Library Report:

- A small 2-person crew participated in cleanup day at the library due to the weather (change in planned date as Sunday was rained out).
- FOL had their election of officers.
- FOL provided patron free raffle baskets and staff appreciation gift cards again for National Library Appreciation week this week.
- FOL is willing to help provide support funding for a privacy pod – to be discussed further.
- FOL has a local resident who has volunteered to build a new library sign.
- FOL will also be at the BioBlitz event.
- Oktoberfest got the final approval.
- Spring Book Sale is scheduled for May 15-17, with donation period from May 11-14.

Old Business:

- Policy Conversation:
 - Trustees to review Mission Statement / Preamble prior to the next meeting.
 - Dan will provide a draft Meeting Room policy for review at the next meeting.
- Closet Space in the Meeting Room – Trustees provided approval for Steve C. to move forward with the closet space as presented in the mockup provided.

New Business:

- Monthly tasks: mowing with Town, plantings, tree work, Alarm System check.
- Lynn made a motion to approve any/all donations. Kate KD seconded the motion. All voted in favor.

Community Calendar:

- Pie Social – Sunday, April 26.
- BioBlitz & Wild Discover Day – Saturday, May 2.

Next meeting(s):

- Trustees Meeting: Friday, May 22 @ 12:00 PM (with Public Hearing at 12pm)
- Trustees Workshop: Tuesday, May 26 @ 11:30 AM
- Trustees Meeting: Tuesday, June 9 @ 1:00 PM

Jen moved to adjourn; the meeting ended at 2:30 PM.

Respectfully submitted,

Deb Ricker

Approved on May 22, 2026