MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

May 22, 2026

Trustees Present: Jen Phillips, Deb Ricker, Kate Knight-Dupuis, Lynn Soucie, and Christine Dabrieo (Alternate)

Others Present: Dan Bunker, Assistant Library Director

Members of Public: none

The meeting was called to order at 12:16PM.

Policy Updating/Current Tasks:

- Wetland scientist, Mark West, re-assessed wetlands near the library. During winter snow removal, plow(s) pushed fill into the wetland and buried the wetland markers. Mark will re-delineate the wetland area, work with the town highway department to develop a process for removing the fill, and will also re-seed the area at no cost.
- Phil's Tree Service has identified a large and dangerous maple tree and recommends removal as soon as possible. Additional trees were identified as problematic in the rear of the library grounds, but are not urgent.
    - Kate motioned to authorize the removal of the maple tree. Deb seconded. All voted in favor.
- Deb submitted her resignation of her trustee position, effective on May 23, 2026.
    - Kate motioned to nominate Allison Friend-Gray to fill trustee vacancy. Deb seconded the motion. All voted in favor.
- The library received a $500 federal grant, administered through the NH Dept. of Natural & Cultural Resources. Staff intend to purchase a Virtual Reality System with the funds.
    - Kate motioned to accept the $500 grant. Deb seconded. All voted in favor.
    - Jen motioned to authorize Amanda Stevens to enter into contracts/agreements on behalf of the Blaisdell Memorial Library with the state of NH and is further authorized to execute any documents necessary to effect the purpose of this grant. Deb seconded motion. All voted in favor.
- Steve Costain provided quote for materials to build custom cabinetry intended for the downstairs meeting room.
    - Lynn motioned to approve proceeding with cabinetry build, using funds from donations (Walter G. Smith monies), up to $4,500. Kate seconded. All voted in favor.
- Discussed the need to further emphasize library policy that adults must supervise children once programs end, as it is not staff's responsibility. Additional discussion around unsupervised children's use of computers and how/if gaming should be allowed. Staff will communicate expectations with parents upon program registration and also add signage near computers. Trustee and staff will continue to discuss matter at the next meeting.
- Jen motioned to proceed with Joe Medeiros to start construction of library's new exterior front sign. Deb seconded. All voted in favor.

Public Comment: None

Secretary's Report:

- Lynn moved to approve the April 2 public meeting minutes as amended. Deb seconded. All voted in favor.

Director's Report:

- Deb moved to add the Director's Report to the minutes. Jen seconded the motion. All voted in favor.

Treasurer's Report:

- Deb moved to accept the Treasury Report to the minutes. Jen seconded the motion. All voted in favor.

Non-Public:

- Jen moved to enter non-public session under RSA 91-A:3, II (a), Lynn seconded. All voted in favor.
- Motion to enter nonpublic passed. Others present: Dan Bunker and Christine Dabrieo.
- Nonpublic session began at 1:26PM and ended at 1:29PM.
- Discussed staff salaries.
- Roll call to exit nonpublic: Jen Phillips, yes; Lynn Soucie, yes; Deb Ricker, yes; and Kate Knight-Dupuis, yes.
- **Vote taken:** Jen moved to submit previously discussed salary adjustments to the town. Deb seconded the motion. All voted in favor.

Friends of the Library Report:

- Spring book sale was successful.

New Business:

- Gene Tenney will be mowing library grounds.
- Carpet cleaning is scheduled.
- Library will be closed August 9-16.
- Deb moved to accept any and all donations received. Jen seconded. All voted in favor.

Community Calendar:

- Town Yard Sale: Saturday, June 20, 2026
- Oktoberfest: Saturday, September 26, 2026

Next Meetings:

- Planning Meeting: Tuesday, May 26, 2026 at 11:30AM
- June Regular Meeting: TBD.

Jen moved to adjourn, and the meeting ended at 1:30PM.

Respectfully submitted,

Lynn Soucie

Approved on June 23, 2026.