

Board of Trustees Meeting Minutes
Meeting Room Side B
Monday, February 9, 2026

Present: Meryle Zusman (Chair), Lorraine Lindenberg (*Treasurer*), Andrea Lindsey (*Vice Chair*), Pete Marcotte, Jessica Restucci, Victoria Austin, Jack Robillard (*Recording Secretary*)

Present Remotely: Kathleen Niemiec (née Kenny) (*Library Director*)

Absent: Monica Cataldo (*Secretary*), Erin Spencer, (*Town Council Liaison*),

Call to Order: Meryle Zusman called the meeting to order at 6:35 p.m.

PUBLIC SESSION

Amendments to Agenda: None

Acceptance of Minutes of 1/12/26

Lorraine Lindenberg moved to accept. Andrea Lindsey 2nd. Motion passed unanimously by all trustees present.

Treasurers' Report:

Treasurer Lorraine Lindenberg corrected the printout from FY 2025 to FY 2026.

She reported we are in Period 7 and have expended 57.5% of the budget (58.3% through the fiscal year with 41.7% remaining).

Trustee Pete Marcotte asked about the discrepancy between the 42.5% remaining in the budget and the 41.7% remaining in the report. Board members replied that 42.5% remaining referred to money, 41.7% referred to time left in the fiscal year.

Treasurer Lindenberg reported the FY2026 Special Fund balance is \$219,765.85.

She noted IT services totaled \$1,260.

Director and Staff Report – Director Niemiec reported that the boiler installation is basically complete except for the scheduling of a specialist who will install a relay to ensure that the lag/lead relationship is operational. Scheduling to get the work completed has been an issue. Trustee Andrea Lindsey suggested holding the final payment until the work is completed and to site the Trustees for holding the funds.

Director Niemiec explained that other small issues with a huge system with many moving parts have been resolved, i.e. the fan coil unit in one of the study rooms and the leaking fitting on a boiler condensate pipe.

There was a discussion about the library's participation in the 250th anniversary of the signing of the Declaration of Independence, it's timing (May 30 vs July 4) and its coinciding with the library's Summer Reading program. Director Niemiec assured everyone that the anniversary is on our radar and the staff are aware of its importance.

Trustee Victoria Austin asked about the Merri-Hill-Rock co-op and the urban libraries group

(ULAC). Director Niemiec noted that Merri-Hill-Rock is a smaller group of libraries in three counties (Merrimack, Hillsborough, and Rockingham), while ULAC is a group of libraries from larger communities (over 14,000 residents with larger staffs and bigger budgets) similar to Derry. Participation in both groups is beneficial and she has volunteered to be the Chair and Co-Chair, of these groups, respectively. When the current chair of the ULAC group steps down in September, she will become the Chair of that group also.

Meryle Zusman asked Director Niemiec to thank Susan Brown for her last report.

Gifts: \$100 from the Molly Reid Chapter of the DAR. Meryle Zusman moved to accept the donation. Lorraine Lindenberg 2nd. Motion passed unanimously by all trustees present.

Meryle Zusman moved to “Accept any and all unrestricted monetary gifts and unanticipated revenues received between February 9 and the next meeting March 16, 2026.” Andrea Lindsey 2nd. Motion passed unanimously by all trustees present.

Correspondence: None.

Announcements: None

Public Comment: None.

New Business:

Review changes to the Study Room Policy – Patrons will now sign up at the Information Desk instead of the Circulation Desk. Victoria Austin moved to approve the policy change. Andrea Lindsey 2nd. Motion passed unanimously by all trustees present.

Review changes to the Circulation Policy – Remove references to “fines” charged, since the library no longer charges fines.

As of March 1 libraries in GMILCS will standardize loan periods and DVDs will circulate for 3 weeks.

Victoria Austin moved to approve changes to the Circulation Policy. Andrea Lindsey 2nd.

Motion passed unanimously by all trustees present.

Pete Marcotte asked about the term “old age” in Homebound Services. Director Niemiec noted it was kept specifically vague so that staff could provide services where needed.

Trustee Marcotte was also concerned about not being able to pick up an item on hold for his wife. Director Niemiec explained the restrictions were for privacy concerns. Trustee Marcotte and the staff were able to find a solution by having his wife send a photo of her card with her bar code and the item was successfully checked out.

Old Business: Trustee Lorraine Lindenberg was particularly concerned that the e-bikes were not being used. Director Niemiec noted there has been a hardware problem with the trailer hitch. The bikes are to be used by staff for outreach during better weather. Trustee Lindenberg insisted that now is the time to resolve the problem so they can start to be used!

Adjourn: Pete Marcotte moved to adjourn the meeting at 7:50 p.m. Lorraine Lindenberg and Andrea Lindsey both 2nd. Meeting adjourned.

Next Meeting

Monday, March 16, 2026 at 6:30 p.m.

Minutes respectfully submitted by Jack Robillard, Recording Secretary