

Board of Trustees Meeting Minutes
Meeting Room Side B
Monday, April 13, 2026

Present: Meryle Zusman (*Chair*), Andrea Lindsey (*Vice Chair*), Kathleen Niemiec, (*Director*), Pete Marcotte, Jessica Restucci, Erin Spencer (*Town Council Liaison*), Lorraine Lindenberg (*Treasurer*), Peggy Nolan, David Provencher and Jack Robillard (*Recording Secretary*)
Sam Schreiner and Monica Cataldo (*Alternates*)

Public: None

Call to Order: Meryle Zusman called the meeting to order at 6:30 p.m.

PUBLIC SESSION

Amendments to Agenda: None

Acceptance of Minutes of 3/16/2026

Pete Marcotte moved to accept. Andrea Lindsey 2nd. Motion passed unanimously by all Trustees present.

Treasurers' Report:

Treasurer Lorraine Lindenberg reported we have expended 75.3% of the budget and are 75% through the Fiscal Year with 25% remaining. ENE came twice in January to replace cracked condensate pipe fittings and repair a relay for approximately \$1,574. The two boilers are now connected and payment is complete. We are right where we should be at this point. The Special Fund balance is \$223,923.76. (Lorraine Lindenberg explained the finance report to new trustee David Provencher.) There were no questions.

Director and Staff Report – Trustee Andrea Lindsey, commenting on the Director's written report, was concerned about mold being discovered, and health issues for staff. Director Kathleen Niemiec noted the mold spots are relatively small and she was assured they were not problematic. Director Niemiec received one estimate of approximately \$7400 to remediate the mold issue in the staff room and the air handler room. She is reaching out to more companies for additional estimates. There was a discussion among Trustees about discovering the source of the mold so the same problem might not occur in the future. The windows and roof were repaired previously and were not the source of this particular problem. Perhaps it is a condensation problem.

Communications Coordinator and Webmaster Jennifer Khoury took a cyber security training workshop and to avoid submission of fraudulent invoices it was suggested that invoice dollar amounts be rounded up in the meeting notes. A discussion followed of the need to post the minutes online. The law only requires that the minutes be available to the public who could be directed to request a copy at the front desk.

Trustee Pete Marcotte was concerned about the crumbling steps to the library. He would suggest a more permanent solution rather than spending \$4500 two or three times for temporary repairs that keep recurring.

Trustee Meryle Zusman was concerned about Jessica DeLangie's ability to get records and having to do a lot of original cataloging. Director Niemiec noted that records are available in the GMILCS system, but Derry tends to buy books that other libraries do not, so there is a lot of original cataloging. Buying records has become prohibitively expensive.

Gift and Unanticipated Revenues:

\$300 from the Friends of the Derry Public Libraries for Author Fest expenses. Meryle Zusman moved to accept. Andrea Lindsey 2nd. Motion pass unanimously by all Trustees present.

Meryle Zusman moved to "Accept any and all unrestricted monetary gifts and unanticipated revenues received between this meeting, April 13, and the next meeting, May 18." Andrea Lindsey 2nd. Motion passed unanimously by all Trustees present.

Correspondence: None.

Announcements: None

Public Comment: None

New Business: E-bikes update: Installing a hitch for the trailer is not possible. Director Niemiec noted that it was unfortunate timing when the bikes were purchased and there are now many issues regarding their use – staff availability and interest, liability, hitch issues, safety. It was suggested the trailer be used to promote the library in the park, at Derryfest, concerts, and other locations. The price of a new bike has dropped since ours were purchased, selling them would be at a loss. A raffle was suggested. Or donating. Alternate Sam Schraier suggested fund raising with an e-bike as a prize for the largest gift. Town Council Liaison, Erin Spencer, suggested contacting Mike Fowler or Mark Fleisher regarding raffle or donation rules.

Board officer roles: The following Board officers for FY27 (with the exception of Board Secretary, Peggy Nolan, who will replace outgoing Secretary, Monica Cataldo, immediately) are:

Chair – Meryle Zusman (remaining)

Vice Chair – Andrea Lindsey (remaining)

Treasurer – Lorraine Lindsey (remaining, with Jessic Restucci and David Provencher expressing interest)

Secretary – Peggy Nolan

Board Committee roles: The follow Board Committee assignments are:

Finance Committee – Lorraine Lindenbner, Pete Marcotte and Jessica Restucci

Personnel Committee – Peggy Nolan, David Provencher and Meryle Zusman

Policy Committee – Peggy Nolan, David Provencher and Andrea Lindsey

Strategic Planning Committee – Jessica Restucci, Andrea Lindsey and Meryle Zusman

Possibility of increasing library page hourly rate:

There was a weak response to the online job announcement at \$10.50/hr. (10 hours during the school year and 15 hours during the summer) - a rate not competitive with other possible jobs potential applicants may also apply for. A discussion followed about absorbing the increase to \$11.50/hr. in the proposed budget without changes.

Trustee Pete Marcotte moved to increase the library page hourly rate to \$11.50. Andrea Lindsey 2nd. Motion passed unanimously by all Trustees present.

Old Business: None

Adjourn: Pete Marcotte moved to adjourn the meeting. Andrea Lindsey 2nd. Motion passed unanimously by all Trustees present. Meeting adjourned at 7:47 p.m.

Next Meeting

Monday, May 18, 2026, at 6:30 p.m.

Minutes respectfully submitted by Jack Robillard, Recording Secretary