

Board of Trustees Meeting Minutes
Meeting Room Side A
Monday, August 17, 2026

Present: Meryle Zusman (*Chair*), Andrea Lindsey (*Vice Chair*), Kathleen Niemiec, (*Director*), Pete Marcotte, Jessica Restucci, Lorraine Lindenberg (*Treasurer*), Peggy Nolan (*Secretary*), David Provencher and Jack Robillard (*Recording Secretary*)

Absent: Erin Spencer (*Town Council Liaison*)

Listening online: Sam Schreiner (*Alternate*)

Public: None

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

PUBLIC SESSION

Amendments to Agenda: Donation from the Friends of the Derry Public Libraries (\$650) for renewal of the Aquarium pass. Tuition (\$450 from the Fine Account) for Erin Robinson to attend a book preservation class at the Bennet Street School (previously passed, but the session was cancelled)

Acceptance of Minutes of 3/16/2026 Corrections as follows: Scratch Lorraine Lindenberg's explanation in the Treasurer's Report regarding the General Fund. Correct Meryle's name misspelled as "Merle." Erase the number of chairs requested. Pete Marcotte moved to accept the draft minutes as corrected. David Provencher 2nd. All Trustees present voted in favor. Motion passed.

Treasurers' Report: Lorraine Lindenberg noted we are in a brand-new fiscal year (2027). We've expended 10% of the budget in Period 1 and we are 8.4% through the Fiscal Year with 91.6% remaining. GMILCS dues were paid in July (\$49,924), an increase of \$1,164 over FY26. David Provencher was concerned that Professional Services expenses were high, but realized several line items (subscriptions, for example) will be "front loaded" and will get better as the year goes on. Special Fund Balance is \$229,076.91 and we are "doing good."

Director and Staff Report – Kathleen Niemiec recapped her meeting with ENE regarding the boiler issue, reporting that the more efficient Lochinvar boiler will be the primary boiler and the older Bosch boiler will only be used as a back-up in case the Lochinvar fails. The interface remains to be programmed, but the person is on vacation.

John Nanof, ENE Service Administrator, volunteered to attend a Trustees' meeting. Kathleen asked board members to submit questions for John by Monday, August 24, so he has time to prepare. He will be on the agenda first at 6:30 for our public meeting on September 21. Kathleen felt reassured after her meeting with ENE that the Lochinvar boiler will be more efficient and the Bosch will serve only as a back-up.

There was a discussion about the antique safe in Kathleen's office. It is extremely heavy. Meryle Zussman suggested perhaps the Derry Museum would like to undertake removal to be a part of Derry history.

Gift and Unanticipated Revenues:

\$250 from the Friends of the Derry Public Libraries for the Science Center pass. Meryle Zusman moved to accept. Peggy Nolan 2nd. All Trustees present voted to accept. Motion passed.

\$650 from the Friends of the Derry Public Libraries for renewal of the Aquarium pass. Meryle Zusman moved to accept. Peggy Nolan 2nd. All Trustees present voted to accept. Motion passed.

Meryle Zusman moved to **"Accept any and all unrestricted monetary gifts and unanticipated revenue received between this meeting, August 17, and the next meeting, September 21, 2026."** Peggy Nolan 2nd. All Trustees present voted to accept. Motion passed.

Correspondence: Secretary Peggy Nolan sent a Thank You note to Keven Rogers for his help with information about the boiler issue.

Announcements: None

Public Comment: None

New Business

Personnel Policy revision: - Personnel Committee, consisting of Peggy Nolan, David Provencher and Meryle Zusman, will meet in September or October (Peggy will be away most of September) to review proposed changes in the Personnel Policy. The most recent revision was in April 2024.

Kathleen Niemiec suggested that other policies be reviewed "as needed" and she would like to see a matrix of when policies were last reviewed and when they needed to be updated.

Old Business:

Erin Robinson's request: Andrea Lindsey noted that the request was previously approved from the Fine Account (Professional Services). Pete Marcotte wanted to include mileage in the reimbursement. David Provencher moved to re-approve \$450 for Erin Robinson to attend a book preservation workshop at the Bennett School on the 14th and 15th of November, 2026, including mileage reimbursement. Lorraine Lindenberg 2nd. All Trustees present voted in favor. Motion passed.

E-bike raffle update: The raffle permit has been approved. The launch date for promotion will be August 20. Kathleen Niemiec will mention the raffle in her August 27 Derry News column. Library reference librarian, Patrick Arnold, who is also an attorney, recommended "no test drives (an insurance issue) and we should note that the bikes are "pre-owned" and sold "as is."

Kathleen noted that the batteries are charged and Ray Fontaine will test drive the bikes. Jen Khoury is

working on a flyer.

Meryle asked about a container to hold the tickets. Kathleen said she has one.

Adjourn: Pete Marcotte moved to adjourn the meeting. Peggy Nolan 2nd. All Trustees present voted to adjourn. Meeting was adjourned at 7:45 p.m.

Next meeting - Monday, September 21, 2026, at 6:30 p.m.

Minutes respectfully submitted by Jack Robillard, Recording Secretary

DRAFT