

Board of Trustees Meeting Minutes
Meeting Room
Monday, May 18, 2026

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

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

PUBLIC SESSION

Amendments to Agenda: Added to Gifts and Unanticipated Revenues - \$1,000 from the NH Society of Genealogists in support of Author Fest.

Acceptance of Minutes of 4/13/26 (Pages are to be numbered in the future.)

Corrections as follow:- Second page – **Treasurer** Lorraine Lindenberg’s name was misspelled.

Also on the second page under **Treasurer**- Jessica Restucci’s first name lacked an ‘a’.

Last page: - **Finance Committee** - again Lorraine’s name was misspelled.

Lorraine Lindenberg moved to accept the minutes as corrected. David Provencher 2nd. Motion passed unanimously by all Trustees present.

Treasurers’ Report: Lorraine Lindenberg reported we have expended 81.5% of the budget and we are 83% through the Fiscal Year. We’ve expended Capital Assets Under \$10,000 - \$720.75 for 3 children’s chairs, and IT equipment including a new laptop for the director (\$1,047.95) plus a warranty (\$211.28). Trustee Pete Marcotte asked about the Professional Services line item in the General Fund only having 3.5% remaining. Director Niemeic explained that funds remain in the Special Fund for Professional Service and we don’t anticipate an overage. In addition, Author Fest was covered by donations, including anticipated funding from Parkland, and there are other line items we can shift money from, if necessary.

Director and Staff Report – ENE boiler repairs continue to be an issue. Director Niemeic suggested that another company look at the work that has been done. Jessica Restucci’s husband will offer a free opinion and Director Niemeic is looking at other companies (CAC Mechanical Services, Inc. was mentioned as an option as the Kelley Library in Salem works with them and has been happy with their work). Director Niemeic has been concerned about continuing issues, conflicting reports and confusing estimates. Trustee Andrea Lindsey wanted to confirm that we are looking at walking away from ENE. Director Niemeic, Trustees Pete Marcotte and Lorraine Lindenberg concur.

Director Niemeic is getting quotes for mold mitigation in several areas in the library (a new area was recently found). Indoor Doctor - \$7,500 (not including the newly discovered mold area); ABS

Environmental, LLC – \$12,000; and a third mold mitigation company is coming May 20. Trustee Pete Marcotte suggested contacting Primex regarding an insurance claim. All Trustees agree that the mold issue needs to be addressed.

The issue of the deteriorating concrete steps was discussed. Director Niemiec contacted the Town. They would do an immediate fix, but several Trustees suggested exploring a more permanent solution, including granite. Director Niemiec noted the expense would be considerable and it would probably require use of capital reserve funds, which are currently approximately \$160,000. Pete Marcotte suggested contacting St. Thomas and St. Anne’s where granite steps were recently installed. Lorraine Lindenberg noted that these steps were originally fabricated in 1985 and need a replacement that would last. Meryle Zusman supports a temporary fix by the Town for safety reasons and exploring other options for a more permanent fix.

Director Niemiec noted the NHLTA conference was coming up and Trustees should be prepared to share that they have learned at the next meeting.

Pete Marcotte commented on the over 300 attendees during Author Fest. Director Niemiec explained that attendance has been building over the years and Author Fest is now established as an annual event. Pete Marcotte also expressed kudos to the Reference staff of helping the Circulation staff when needed.

Gift and Unanticipated Revenues:

\$20.78 - Sarah MacMurphy Fund – Meryle Zusman moved to accept; Lorraine Lindenberg 2nd
Motion was passed unanimously by all Trustees present.

\$125.15 – Helen Hood Fund - Meryle Zusman moved to accept; David Provencher 2nd.
Motion was passed unanimously by all Trustees present.

\$12.53 – Arts & Crafts Fund -Meryle Zusman moved to accept; Andrea Lindsey 2nd.
Motion was passed unanimously by all Trustees present.

\$1,000 – NH Society of Genealogists in support of Author Fest -Meryle Zusman moved to accept; David Provencher 2nd. Motion was passed unanimously by all Trustees present.

**\$575 – Friends of the Derry Public Libraries - (\$475 -Summer Reading Magician)
(\$100 – DNA Program)**
Meryle Zusman moved to accept; Andrea Lindsey and David Provencher 2nd. Motion pass unanimously by all Trustees present.

Meryle Zusman moved to “**Accept any and all unrestricted monetary gifts and unanticipated revenues received from now until the next meeting, June 22, 2026.**” Lorraine Lindenberg 2nd. Motion passed unanimously by all Trustees present.

Correspondence: None

Announcements: None

Public Comment: None

New Business:

Nomination and vote on assistant treasurer – Director Niemiec explained the discussion at the last meeting about the need for a Treasurer apprentice and nominated Jessica Restucci. Treasurer Lorraine Lindenberg noted the need to know Excel and have accounting experience. Trustee Restucci explained her background in her current job. Meryle Zusman moved to confirm Jessica Restucci as Assistant Treasurer. Lorraine Lindenberg 2nd. Motion passed by all Trustees present. Jessica abstained.

Library pay scale, updated with new page salary rate – Director Niemiec explained this was a vote to accept the current pay scale with the updated new page salary of \$11.50 per hour and subsequent 3% increases. David Provencher moved to adopt the new pay scale as amended. Pete Marcotte 2nd. Motion passed unanimously by all Trustees present.

Approval of hiring of library page - Trustees reviewed the applicants and Alex Osterhoudt’s (Head of Circulation) letter of recommendation. Lorraine Lindenberg moved to hire Ashlyn Balloch as the new library page at \$11.50 per hour, 10 hours per week during the school year and 15 hours per week during the summer. David Provencher 2nd. Motion passed unanimously by all Trustees present.

Authorization to sell e-bikes – Director Niemiec spoke to Chief Financial Officer, Mark Fleicher, and Town Administrator, Mike Fowler, regarding selling or raffling the e-bikes. Both are permissible. There was a discussion about the process of doing either, perhaps involving the Friends of the Libraries. Trustee David Provencher would support a raffle. Lorraine Lindenberg suggested \$10 per ticket/6 tickets for \$50. Pete Marcotte calculated you would need to sell 250 ticket to recoup the \$2,500 cost of the e-bikes, not to mention the additional expenditures on the project. Lorraine Lindenberg moved to have a raffle @ \$10 per ticket/6 tickets for \$50, names to be drawn at the end of Derryfest, and you don’t have to be present to win. David Provencher 2nd. Motion passed unanimously by all Trustees present.

The discussion continued. Director Niemiec suggested revisiting the issue in July, and being sure proceeds go to the Fine Account. David Provencher and others suggested ongoing planning in the coming months to talk about plans to publicize the raffle.

Old Business: None

Adjourn: Pete Marcotte moved to adjourn. Meryle Zusman 2nd. Motion passed unanimously by all Trustees present. The meeting was adjourned at 7:42 p.m.

Next Meeting

Monday, June 22, 2026 at 6:30 p.m.

Minutes respectfully submitted by Jack Robillard, Recording Secretary

DRAFT