



**Maxfield Public Library  
Trustee's meeting  
Date: 4/2/25**

**In attendance:**

**Trustees: Elizabeth Moser, Becky Herrmann, Dyrace Maxfield**

**Alternate Trustees: Brianna Hemmah**

**Library Director: Christina Finemore**

**Assistant Director: Nicole Gauvreau**

**Staff: Kay Doyon, Jessica Charland**

**Chairman Moser called the meeting to order at 5:50.**

**Welcome to the board, Dyrace Maxfield! Thank you to Amy Corliss for her year of service as a Maxfield Public Library Trustee.**

**Chairman Moser made a motion to make Trustee Maxfield the Treasurer. Trustee Herrmann seconded the motion. The motion passed unanimously.**

**March Minutes: Chairman Moser made a motion to approve the minutes as written. Trustee Herrmann seconded the motion. The motion passed unanimously.**

**Directors Report:**

**Director Finemore presented the report. The "Friends of the Library" Group has been planned and board positions have been outlined. Director Finemore will be looking for board members to head this group. The purpose of the group will be to discuss support for the library, fundraising ideas and purchases for the library. Director Finemore recently applied for the "Sustainable & Resilient New England Libraries Grant" which will be used for building maintenance if the grant is awarded to the library. Some upcoming programs at the library include Tai Chi, VNA Balance Screening, Jonathan Harrington Magician, Earth Day Pop Art, and the UNH STEM-Mobile. The American Heart Association has chosen Maxfield Public Library as a "Library with Heart." With this distinction there are loaner blood pressure cuffs for patrons to take home as well as a blood pressure screening station in the library.**

**March Statistics:**

**Visitors: 979**

**Attendees: 248**

**New Patrons: 12**

**Programs: 51**

**New Items Added: 152**

Assistant Director Gauvreau met with MVMS librarian Krystal Searah. The discussion had to do with collaboration of resources to help both the teachers and the students. She also shared about the recent trip to Stonybrook, New York to accept the Family Place grant. It was a great trip with an abundance of new information and resources.

#### **OLD BUSINESS:**

**\*Hoopla:** The monthly bill for Hoopla was \$207.15. The usage has been increasing every month but is still within the budget. The Trustees will continue to monitor this.

**\*Director Finemore** discussed the library finances and shared that the majority of all bills are paid by debit card. In an effort to have a system of checks and balances, Director Finemore discussed with other library directors how their finances are handled. After researching Director Finemore has suggested that the library hire an accountant to work with her two hours a month. She has found one that came highly recommended. Director Finemore will set up a meeting with the possible candidate and the Trustees will vote on this next month.

#### **Housekeeping:**

**\*Mulleavey** is ordering a new light fixture for the lobby and will do the replacement.

**\*Encore Fire** will be at the library on Thursday, April 3rd to install new fire alarms.

**\*There is water in the basement** coming from the foundation. The dehumidifier is working hard. Rescon is suggesting installation of a drain and sump pump to that space. Director Finemore will get someone to look at the foundation to see if that issue can be fixed. Groundworks and Rescon will be merging so she will check with them. The Trustees will discuss the options at the next Trustee meeting.

**\*George Saunderson** would like to come to the next meeting to discuss solar panels. He is part of the energy committee in Loudon.

**\*Trustee Conference** is in May. Any interested Trustees will sign up separately and then bring the receipt to the next meeting for a vote to reimburse payment. April 17th is the deadline to sign up. May 1st is the conference date.

#### **NEW BUSINESS:**

**\*The Trustees** discussed the Circulation Access Policy. The conversation centered around following the law, while not making the policy too restrictive. Director Finemore will make a few changes to the policy, the Trustees will vote on this policy next month.

**\*Director Finemore** created a Juvenile Registration Form that will be used to keep track of information for the library.

**\*The Trustees discussed spring clean-up and long range groundskeeping for the library. The back wall bushes are overgrown and some of the trees need to be trimmed. Mulch is also needed for the gardens. Trustee Herrmann will talk to Jenn at Tasker Landscaping. Colette Conway said she is happy to help with a clean-up.**

**\*The Little Lending Library is not weatherized. Chairman Moser would like to patch it up and relocate it to the rec fields, possibly in the gazebo. She would then have a new one either built or purchased to put up at the library strictly for children's books. The opening could be a kick off to the summer programs.**

**\*The current status of the budget bill was discussed by the Trustees. The discussion was centered around what may or may not happen with this. The Trustees made it clear that nothing needs to be said at this time. It is fine to put a slip of paper in books to say where the funding comes from.**

**\*The Computer and Internet Policy was updated to show an increase in printing for the public at the library. Trustee Herrmann made a motion to approve the policy as changed. Chairman Moser seconded the motion. The motion passed unanimously.**

#### **Treasurer's Report:**

**Trustee Maxfield will call the bank and find out what the process is to add him to the accounts, now that he is the Treasurer. Trustee Maxfield made a motion to approve \$449.65 for new books for the month of March. Trustee Herrmann seconded the motion. The motion passed unanimously.**

#### **Public Input:**

**Curtiss Rude- He teaches classes as part of the "Learning Institute at New England College." He was asking the Trustees if it would be possible to use the conference room at the library to host some of these classes.**

**Chairman Moser made a motion to go into Non Public at 8:02 PM Trustee Herrmann seconded the motion. In a roll call Trustee Maxfield voted yes. The motion passed unanimously.**

**At 8:45 the Trustees returned to the Public Meeting. At 8:46 Chairman Moser made a motion to adjourn the meeting. Trustee Herrmann seconded the motion. The motion passed unanimously.**

**Next Meeting: Wednesday, May 7, 2025 at 5:45 at the Maxfield Public Library.**

**Minutes submitted by Becky Herrmann**