

CONWAY PUBLIC LIBRARY
Meeting Minutes
BOARD OF TRUSTEES
15 GREENWOOD AVENUE
PERIODICAL ROOM
JUNE 18th, 2025
5:00 PM

1. **Call to Order:** Meeting called to order at 5:04
 - 1.1. **Trustees:** James Cousins, Julie Laracy, Jeanne Wright, Corey Genest, Andrea Libby
 - 1.2. **Staff:** Jeff Beavers, Tessa Narducci
2. **Public Comment:** None
3. **Consideration of Meeting Minutes** - May 14th, 2025. Jeanne moved to approve. Julie seconded. Motion carried 5/0/00
4. **Acceptance of Unanticipated Revenue** - May, 2025. \$77. Cheryl moved to accept the \$77. Jeanne seconded. Motion carried 6/0/0
5. **Reports**
 - 5.1. **Treasurer-** TD Bank contacted Andrea to say they made a mistake. It is not a requirement to list a depositor from municipal accounts. James will still make the deposits. Andrea is awaiting scans of statements from Charter Trust. Corey will scan them at the library on Tuesday morning. Andrea will be sure they are here for him.
 - 5.1.1. Nancy Cavalieri is working for us helping us update all of the library trusts, and catalog them. Nancy gave Andrea a bill which amounted to \$280.00. Julie motioned to accept. Jeanne seconded. Motion carried 5/0/0.
 - 5.1.2. The board still needs to review the library trustee manual for the financial policies. Can be found on page 15 of the guide for library trustees.
 - 5.2. **Director:** See director's report. Gearing up for summer reading. IMLS has been put back in place through Sept 2026, after lawyers realize it violates the current law Exec Order 14284. It violates the 1974 impound control act. James moved to accept the meeting minutes. Cheryl seconded. Motion carried 6/0/0

6. Park Project Updates

- 6.1. Parking Lot Construction Progress** -Some adjustments have been made which gave the library 3 additional spots to use.
- 6.2. NBRC Partial Notice to Proceed:** We have many moving parts and have until September to formalize the grant. Julie signed the Partial Notice to Proceed.
- 6.3. Construction Documents RFP:** Corey moves to empower the director to post the RFP. Jeanne seconded the motion. Motion carries 6/0/0.

7. Building Subcommittee Updates

- 7.1. Facade Restoration Progress:** Jeff met w/Nancy and Greg. Grout and patch markup have been reviewed. The expected date of install is as soon as they can get them here for installation. They will also be cleaning the copper prior to installation.
- 7.2. Barba Wheelock Invoice:** 1276.05 (May invoice). Corey moved to pay. Seconded by Jeanne. Motion carries 6/0/0

- 8. Library Policy Committee:** The goal is to look at all of the policies collectively and review each against one another. Jeff is hoping to do an internal review, prior to going.

- 9. NHLTA Trustee Orientation Workshop:** Feel free to sign up.

- 10. Board Member Issues:** July Trustee meeting has been moved to July 16th. There should be a quorum (Andrea, Julie, James, Cheryl)

- 11. Non Public Session as Per 91-A:3: Library Director Evaluation:** James motions to enter nonpublic session based on RSA 91-A3, II(a). Jeanne seconded. Motion carries by rollcall vote 6/0/0.

Discussion about Jeff's eval, both from us and a self eval from Jeff.

Enter nonpublic at 7:04pm. James motioned to leave the nonpublic session. Cheryl seconded. Motion carried 6/0/0

- 12. Adjourn:** 7:22