

**Ashland Town Library
Minutes of Library Trustees Meeting
February 5, 2025**

Trustees Present: Alice Staples, David Ruell, Mardean Badger
Trustees Excused: Fran newton, Alternate
Others Present: Sara Weinberg, Director

The meeting was called to order at 5:30 PM by Alice Staples.

APPROVAL OF MINUTES

- **A motion was made (Staples) and seconded (Ruell) to approve the minutes of January 9 and January 22, 2025. The motion was approved unanimously, 3-0.**

DIRECTOR'S REPORT

- Sara reviewed the upcoming programs for February.
- Our next *StoryWalk* at Whitten Woods will feature “*Don’t Touch that Flower*” by Alice Hemming. In March, we will have a program about salamanders, presented by Kyle Salmons, the Director of Education at Squam Lakes Association.
- The *Books for Bikes* promotion is on the town website.
- We discussed the need to update all library trustee minutes on the town website. Mardean will work on providing the updates for the website and for the Friends members.

TREASURER'S REPORT

- We reviewed expenses and income, and we approved the current financial report and reconciliation statements.
 - We received the first quarter 2025 appropriation (\$7,000) from the town. We also received the remaining unused balance from the 2024 appropriation, primarily from the wages line.
 - Recent expenses included the usual books, audios, supplies, stamps, utilities, subscriptions. Other expenses included two fuel oil deliveries, fire alarm monitoring fee, Downloadable Books, Ancestry, World Book, and new tables and chairs for the upstairs meeting room.

OLD BUSINESS

- **Policies**
 - **A motion was made (Staples) and seconded (Badger) to approve the new *Volunteer Policy* and the *Volunteer Service Statement and Agreement*. The motion was approved unanimously, 3-0. There were no changes in the application and the release forms.**
- **Building & Grounds**
 - The new tables and chairs in the upstairs room are a positive upgrade. We may consider adding a few more of the wingback chairs.
- **Upcoming Events**
 - Sara is considering holding a Tea Party in March, partnering with the Friends and the Garden Club.

- National Library Workers Day is April 8.

LIBRARY BUILDING PLANNING

- Alice spoke with Elizabeth Beeson (via Zoom) about providing assistance with fund-raising and/or planning. CDFA tax credit purchases and grants through the NH Charitable Foundation were also recommended.
- We started discussing what information and specifications are needed to begin planning our first stage of construction, especially for the parking area, the new entrance and the children's room. Alice will discuss this further with Craig Moore (re: parking lot) and with Ward D'Elia.

NEXT MEETING

- **February 19, 2025 – Library Trustees Meeting – 5:30 PM, Ashland Town Library.**
- **March 5, 2025 – Library Trustees Meeting – 5:30 PM, Ashland Town Library.**
- **March 11, 2025 – Town Elections – 8:00 AM to 7:00 PM, Ashland School Gymnasium.**
- **March 19, 2025 – Library Trustees Meeting – 5:30 PM, Ashland Town Library.**

The meeting was adjourned at 6:34 PM.

Minutes submitted by Mardean Badger