

**January 10, 2026 Trustee Draft Minutes**<sup>[Title]</sup>**George H. Stowell Free Library Trustee Draft Minutes**

**January 10, 2026, 1:00 p.m. at the George H. Stowell Free Library**

**PRESENT: Trustees:** Kathi Patterson, Laura Cousineau, Marie De Rusha

**Librarian:** Deanna Fitch

**Citizens:** Martha Zoerheide, Leigh Callahan, Judith Kaufman, Merilynn Bourne

1. Meeting was called to order at 1:01 p.m.

2. Agenda was reviewed with no changes.

3. The December minutes were reviewed, discussed and approved as amended.

4. Librarian Report:

Deanna requested that by-law 13:8:2 regarding late materials be amended. Her recommendation reads as:

“If a patron does not return overdue items within 6 months of the first overdue notification, the borrowing privileges will be suspended until the overdue items are returned or replacement cost has been paid. In the case that items are lost, the librarian will determine the cost of the items and bill the patron.”

Deanna explained she believes the recommendation clarifies the steps of the process. Laura moved we adopt the amended by-law as written by Deanna, Marie seconded and the vote passed unanimously.

Deanna then requested an additional hour per week to be added to the payroll. Kathi explained the funds are available in the current budget and that the staff meetings were already accounted for. Laura stated the funds and Deanna’s request were two different things as she understood it. One question was for funding the other was for authorizing Deanna to add one hour to a staff member’s time. Laura made the motion that the Trustees give authorization to Deanna to add one hour of staff time a week if needed. Marie seconded and it went to discussion. Kathi explained you wouldn’t need an extra hour for two people working on processing books as there would be enough staff. Deanna withdrew her request and the issue was tabled for now to give Deanna time to review her needs.

Treasurer’s Report:

Kathi passed out paperwork and explained what she had shared. Information covered, among other things, was YTD expenses, projected costs for 2026, what items had changed and the cost of that change showing an increase of \$5,836.28 for operating costs. Total expenditures increased by 12%.

Laura thanked Kathi for all her time and work she puts into the budget.

Deanna recommended a \$600 increase to accommodate tech needs. Kathi stated some items from the tech line can be moved to "Library Materials" and stated there was no need for the increase. Laura asked Deanna if she thought the \$5,000 was an adequate amount. Deanna said she did. Kathi went on to point out that both donations and non-lapsing funds could be used for book purchasing.

Kathi moved to accept the budget as printed in her document. Laura seconded. Vote passed.

#### 6. Annual Report:

What will be presented in the Town Report was reviewed. Marie asked if the number of card holders could be added to the report. Deanna stated she would add it to her report. Some of the language in the written report was changed and will be submitted once the report is amended.

#### 7. Old Business:

- a. Book club: Discussion of book club members that live out of town being allowed to use the Stowell's ILL for book club purposes was tabled for the next meeting.
- b. The \$20,000 donation from the Norman Scheule Trust (see attachment on December 20<sup>th</sup> amended minutes) was discussed and it was decided Laura would contact the NH Charitable Trust Unit asking how the trust funds work, who holds them and how they are dispersed. Marie recommended including the BOS and Trustees of Trust Funds in the email.
- c. CCI report regarded the sub-committee which will be Laura and Deanna advising on design for the circulation desk and the children's room.

#### 8. Correspondence:

An email was received from Jeff Neil regarding donating to the library. It was not clear to his intent. It was decided Laura would email Jeff for clarification.

See attached.

Next meeting is Feb 7, 1:00 p.m. at the Stowell Library.

Meeting was adjourned at 2:45

Respectfully submitted,

Marie De Rusha, Secretary

