



Board of Trustees Meeting Minutes December 18, 2025

In attendance: Lara Berry, Jack O'Reilly, Meghann Wayss, Alexandra Jacuch, John Stone, Jon Wendell

Meeting called to order 5:40pm

Jon Wendell motion to approve public minutes from November 18, 2025, Meghann seconded, all in favor, 5-0

Jon Wendell motion to approve non-public minutes from November 18, 2025, John Stone seconded, all in favor, 5-0

Reviewed and discussed Treasurer's Report- everything is on budget at this time

Reviewed and discussed Director's Report:

- Lara is potentially looking to hire more subs. Jon Wendell motioned to approve Lara to recruit and hire substitute library staff, John Stone seconded, all in favor, 5-0.
- One of the outside lights intermittently works, Lara is concerned about darkness and winter ice being a safety concern, she is looking for an electrician to fix this.
- Lara looked into Spectrum HR Solutions as a grief resource for the staff, their cost is \$16,000. Which is not within the budget. Meghann motioned to decline the \$16,000 proposal , Jack seconded, all in favor, 5-0.
- Lara is looking for grief resources to aid both her, the staff and the patrons. She has spoken with Kelly Mueller, who recommended Lara contact Seacoast Mental Health. Suggestions were also made that Health Trust, Dr. Allison Roy (jack to inquire about), and David Kessler may be helpful.
- Meghann motioned to waive personnel policy requirement for December to allow carry over of vacation hours, Jon Wendell seconded, all in favor, 5-0.

- Alexandra motioned to approve that the NAACP meeting be allowed to be held at the library in January after library hours, seconded by John Stone, all in favor, 5-0.
- John Stone motioned to accept \$11.21 donations in November, Meghann seconded, all in favor, 5-0.
- Meghann motioned to approve Confidentiality of Patron Records Policy as written, John Stone seconded, all in favor, 5-0.
- Jon Wendell motioned to approve Patron Use Policy as written, Meghann seconded, all in favor, 5-0.
- Inclement Weather Policy discussed: The library doesn't get shoveled and plowed right away by the Town, as other building and sites are a priority and Newington has a part-time highway staff. Meghann has heard from some residents that they would like the library to be open when the school is closed.
Jon Wendell motioned to approve the Inclement Weather Policy with the following change, "When conditions warrant, if the Newington School closes, the Library will also close, or the Chair of the Board of Trustees for the Library, in conjunction with the Library Director can make the decision to close the library, have a delayed opening or early closing." (This replaces the previous wording of "When conditions warrant, the LBOT and the Director may decide to delay opening or to close the library."), Jack seconded, passed in favor 4-1.
- Jack motioned to approve that the Library will close 2 hours early the Wednesday before Thanksgiving, Jon Wendell seconded, passed 4-1.
- As it was a lengthy meeting, further discussion of Juneteenth has been tabled to a future meeting,
- Bereavement leave policy was discussed, John Stone requests more time to consider before a vote, so this was also tabled for now.

Budget Committee Meeting is on Jan 8, all Library Trustees are requested to attend, if possible.

Jon Wendell motioned to enter Non-Public Meeting pursuant to RSA 91-A:3, II (b)(c), seconded by John Stone, Roll Call vote: Jack- yes, Meghann-yes, Alexandra- yes, John Stone- yes, Jon Wendell-yes. All in favor. Entered non-public session at 7:20pm.

Public session reconvened at 7:38pm. Jon Wendell motioned to seal non-public minutes for 10 years, John Stone seconded, roll call vote: Jack-yes, Meghann-yes, Alexandra-yes, John Stone-yes, Jon Wendell-yes. Motion passed.

Next Trustee Meeting January 28, 2026 at 5:30

Motion to adjourn meeting made by Meghann, Alexandra seconded, all in favor, 5-0. Meeting adjourned at 7:41pm.

Respectfully submitted
Alexandra Jacuch

