LBOT Minutes
May 26, 2026

Attendees:
Jack O'Reilly (Chair), Meghann Wayss (Treasurer), Kelsey Marsh (Secretary), Lara Berry (Director)

Call to Order: 5:36pm

Approval of Minutes: April 15, 2026
Motion - Jack O'Reilly, Seconded - Meghann Wayss, 3:0

Policies - Will discuss necessary updates next month. Potential for an ad hoc committee to discuss specific policies that are due triennially.

Treasurer Report -

- Good shape spending-wise except heating/fuel which is already over budget.
  - We underspent last year because of the way the company billed at the end of the year.
  - Costs are skyrocketing.
  - Electric is *under* by a lot, so it is hoped that this will balance out the heating/fuel in the budget.

- Bookkeeper asked if the staff wanted to do direct deposit
  - Lara asked if there was a cost
  - It is part of the monthly cost, so it is not a cost per deposit
  - Will allow the staff to decide if they prefer direct deposit or paper checks on an individual basis.

- Trustees of the trust fund have *not* sent the quarterly check.
  - They had staffing changes and need to touch base with the new staff member
  - Lara will check back in with them to see where they are at with that.

Director Report -

- Building/Maintenance

  - LED lighting covers - NE Electrical tried to custom make the shades, but it didn't work. Lara is pursuing screen options to attach to the existing lenses, with guidance from Birchtree Center - sensory friendly lighting. After trying them, they do look like they'll work and LB will need to order some more and install them.

  - Fire code concerns have been addressed/fixed.

  - Top of the cafe countertop was starting to show signs of mildew, so Lara sanded it down and is adding layers of polyurethane.

- Malfunctioning/safety concern water dispenser was replaced with a bottom loading dispenser which is safer for the staff with regard to loading.

- Jack wants a bid to replace the wood around the drip edge. Funds were approved in 2025, but not spent.

- Staffing/HR

  - Annual reviews for staff being conducted May 2026
  - Rates of pay change voting tonight in non-public

  - **Meghann Wayss - Healthcare buyback**

    - Meghann Wayss is interpreting the policy to say that the library aligns with the town on the buyback percentages.
    - Jack O'Reilly confirms that Meghann Wayss is interpreting the policy from an incomplete draft from a previous session.
    - Lara would like to have a more in depth conversation about this when she makes the budget in August. The current policy was found, and it does not have the verbiage mentioned by Meghann Wayss.
    - Kelsey Marsh would like to put together an ad hoc group to discuss policy for a future meeting. This would be for the purpose of updating policies that are due for their regular reviews.

- Donations

  - $18, Meghann Wayss motioned, Kelsey Marsh seconded, 3:0

- Events

  - Summer reading kickoff **June 23rd**, with Kona Ice, Finale on **August 4th**
    - Rec dept. collaboration, we are paying half, they are paying half

  - Monday August 10th at 5:30pm
    - 250th Celebration, How the Constitution Helps us to Disagree presentation by New Hampshire Humanities

  - Lara floated the idea for a project that would be an oral history of Newington from the residents in town. This would be an all ages project.
    - Maybe the town would allow a promotion of it on the sign?
    - Need ideas for names

Is it okay to approve the marketing manager of Chick-fil-a to have a library card?

Trustees do not have a positive consensus on it, and would still require that non-residents pay the non-resident fee.

Juneteenth Friday, May 19th: Lara off

Will the library be closed?

Jack, motion: to close on Juneteenth, to continue to vote annually
Kelsey Marsh seconded, 2:1 Meghann Wayss dissent
- MW cites concerns that this closure would impact programming
- LB assured board that it would have no impact

No quorum

Determined that Jon Wendell may attend by phone for the vote
Closing on Juneteenth?
Jack O'Reilly Motion, Kelsey Marsh Seconded
3:1 Meghann Wayss dissent

The library will be closed on Juneteenth.

At 6:40 Jack moved to enter into a non-public session in accordance with RSA 91-A: (a) & (c), seconded by Meghann Wayss

Roll call Jack-yes, Meghann-yes, Kelsey-yes.

Vote to approve all three merit raises for staff:
Jon Wendell vote by phone - 3:1, Meghann Wayss dissent

At 7:13 Jack O'Reilly moved to come out of non-public. Seconded by Meghann Wayss. Motion approved on a roll call vote 3:0

Motion to adjourn at 7:11pm by Jack O'Reilly, Seconded by Meghann Wayss, approved 3:0

Next Meeting: June 24th at 5:30pm