

PLAISTOW PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
April 10, 2025

The Plaistow Public Library Board of Trustees held a regular meeting at the Library on Thursday, April 10, 2025 at 9:34 am.

Present: Megan Lee, Chair  
Randall Mikkelsen, Member at Large  
Michelle Sykes, Member at Large  
Kathleen Slade, Alternate

Not Present: Rosemarie Bayek, Treasurer  
Jennifer Kiarsis, Secretary  
Mary Gori, Alternate

Others Present: Cab Vinton, Library Director

**Call to Order**

Meeting was called to order by Megan Lee at 9:34 am. Kathleen Slade was appointed to vote for Jennifer Kiarsis.

**Secretary's Report**

Motion to accept the minutes of March 13, 2025 was made by Megan Lee; seconded by Michelle Sykes. Motion approved: Ayes 4, Opposed 0, Abstentions 0.

**Treasurer's Report.**

Money Market Funds: For the month of March Memorial Funds/NHPDIP earned \$1,295.44 in interest at a rate of 4.55%. Library Funds/TD Bank earned \$466.05 at a rate of 2.42%. The total annualized percentage rate is 6.6%.

Budget vs Actual: Report covers the time period of January - March 2025. Cab reported that we are under budget at this time but we have paid only 2 gas bills thus far. Additionally, a number of PCs are due to be replaced.

Motion to accept the Treasurer's Report January - March 2025 was made by Michelle Sykes; seconded by Kathy Slade. Motion approved: Ayes 4, Opposed 0, Abstentions 0.

**Communication and Correspondence**

- Cab has received an abundance of correspondence regarding library-related bills at the State Level and the Federal level that affect IMLS. The NHLA is urging Trustees and patrons to contact their representatives to share the concern over these bills. Cab did share helpful information widely with informational links as well as a mechanism to contact our State representatives. The bill that would affect us the most is the State Library Budget. As of this point the House Budget cuts the State Library Budget by 15-20% which is about \$300,000 a year. We rely on the van service for interlibrary loans and the technology that facilitates that whole service which is also at risk if IMLS is shut down. Cab has posted all he knows about the bills on the Library FAQ site and is updating as new information becomes available. Randy will draft a letter on behalf of the

Trustees to send to Senators and Representatives regarding Library funds. Cab will give a quick update to the Select Board when he appears at the next meeting to report on the status of the RFP.

- Health Trust (Health Insurance Member Plan) has indicated that if Senate Bill 297 passes they would stop offering health insurance and ancillary services as of next January. There was a 17% increase this year due to underpricing. It's likely this will result in another increase in the upcoming year. Cab will look into the hearing schedule for SB 297.

#### **Friends of the Library**

- Michelle reported April is Library Month and the Friends are planning a luncheon for staff celebration of all the hard work they do. Trustees are also invited.
- Plant Sale is scheduled for May 10<sup>th</sup>.
- Shredding event will take place June 28 from 9-12.
- Craft Fair is scheduled for September 20<sup>th</sup> with a rain date of September 27.

#### **Southern New Hampshire Library Cooperative**

- Kimball Library has been short staffed recently and Rachel Martin has been covering hours to help out. The library should benefit from her experience working at another library.
- Cab shared that the three libraries share a catalog and over the past few months the catalog has been plagued by bot crawlers and probes and in one case crashed the system. ByWater Solutions has been rolling out an upgrade to their defenses.

#### **Director's Report**

- This is the 25<sup>th</sup> anniversary of the Library Building which opened in May and the dedication was held in June. The Library will be hosting a celebration on May 29<sup>th</sup>. Cab will share ideas with Trustees and Friends.
- Cab reminded the Board that Representative Bob Harb will be here on April 17<sup>th</sup> to meet with the Trustees regarding library concerns. He also has a program at the Library April 16<sup>th</sup>.

#### **NEW BUSINESS**

**Election of Officers:** Tabled to next meeting. Cab reminded the Board that the Alternates need to be reappointed. Megan will send a letter to the Board of Selectmen.

**Roof RFP:** There has been progress sorting through the roof proposals. There were several responses to the RFP and Cab has been researching reviews on multiple platforms including the BBB. He is also checking references, which Megan and Randy volunteered to assist with. Cab connected with Jim DeBonis, head of the Town's Building Maintenance department, to discuss strategies as the process moves forward.

**NHLTA Conference:** Will be held on May 1<sup>st</sup> this year. Cab noted that the content looks great; past conferences have always been very beneficial. Cab will be attending the NHLA Pre Conference which is focused on Aspen and Koha.

**Field Progress:** Cab reported that spring planting is not an option now and we are looking towards a fall planting. It was suggested that we approach the Conservation Commission to find out if they may be interested in helping out with the project. Randy will follow up.

Meeting adjourned at 10:40 am.

Next meeting: May 8, 2025 at 9:30 am.

Respectfully submitted,

Mary Corsetto

DRAFT