

Conant Public Library Board of Trustees Meeting Minutes

Meeting Date: Monday July 13, 2026

Attendance:

Present: Jennifer Bennett, Thea Marsh, Jenn Howe, Nichole Pelkey, Meggan Hodgman, Ann Ryder, Bonnie Leveille, Kristin Landry, Library Director Barry Deitz; Excused: Jeny Levissee

Meeting convened: 6:37 p.m. meeting called to order by Thea.

Reports

Secretary's report

Meggan made a motion to approve the 07/13/26 minutes as amended, Jenn seconded. No discussion. 6 yes, 2 abstentions. Motion carries.

Treasurer's Report

The Finance Committee has a meeting with Dan (bookkeeper) on Wednesday, but they haven't heard back from him yet. They have some questions for him about the Budget vs Actual FY26 to clear up for their Selectboard meeting that evening. Jenn is thinking that the Custodial Supplies amount (~\$10) doesn't look right, so she thinks some of those expenses were probably put under another budget line. Jenn noted that soon we will need to start discussing FY28. She also noted that we need to start finalizing our reports because the audit is coming up in the fall. We originally requested \$10K from the Town trust back in April. That was delayed because of 4-5 requested changes to the paperwork from the Town. Then we requested \$2,500 on June 17 in lieu of the \$10K because so much time lapsed that we covered the remaining \$7,500 from our own library trusts. After another month, the Town said they could not find our letter of request, so we just asked them to cancel the \$2,500 request and we took out another emergency \$5k from our library trust. This all caused our account to go into the negative (the bank waived the fees) and it also jeopardized staff payroll. Jennifer made a motion to approve the Treasurer report for June 2026. Meggan seconded. 8 yes, no abstentions. Motion carries.

Director's Report

See attached report.

Committees

Finance Committee

Did not meet. They are supposed to meet with Dan this Wednesday.

Policy/By-Laws Committee

Did not meet, but they did finish the review.

Museum Committee

Did not meet. Amy Bond was asking Ann Ryder for specific assessments of the three organs upstairs. Ann has photos of them which she will send to Thea who will forward them to Amy. Jeny has the assessment and Thea seems to recall that there were two amounts listed, so she will ask Jeny about that and also ask her to forward it to the town.

Building Committee

Met and worked on the insurance walk-around with the checklist that Monica gave to Thea. The insurance inspector seemed satisfied, however he did mention that there is a step in the back stairwell that needs to be looked at as it is a little tripping hazard. Thea is meeting with the Selectboard on Wednesday to talk about the air conditioning. Jenn made a motion that if the Town denies our request for funding for the air conditioning unit that the Library will cover it from interest accrued on Town and Library trusts. Meggan seconded. 8 yes, no abstentions. Motion carries.

Marketing Committee

Did not meet.

Old Business

Garden Tool Library

The "tool library" items are in downstairs, so they will start getting put into the computer system. Thea will put up a chain and sign to let people know to go upstairs to check out items.

New Business

Doris Reese

We will do a one-time contract with Doris for the cleaning work that she has done while our custodian Anne is unavailable. She will work for two more weeks and then an invoice will be sent to her.

NHLTA Conference

Wednesday August 12 there will be a free conference for library trustees. Ann, Thea, and possibly Nichole will plan on attending. They will ask advice on Policies/By-Laws.

Meeting adjourned: Meggan made a motion to adjourn at 8:08 p.m., Jenn seconded. No further discussion; 8 yes; No abstentions; Motion carries.

Next regular meeting is Monday August 11th, 2026

Submitted by,
Secretary
Jennifer Bennett