

Conant Public Library Board of Trustees Meeting Minutes

Meeting Date: August 11, 2025

Attendance:

Present: Jennifer Bennett, Ann Goodrich-Bazan, Thea Marsh, Nichole Pelkey, Meggan Hodgman, Kristin Landry, Jeny Levissee, Library Director Barry Deitz; Absent: Mary Gannon, Jenn Howe

Meeting convened: 6:33 p.m. meeting called to order by Thea.

Reports

Secretary's report

Ann made a motion to approve the 07/08/25 minutes, Nichole seconded. No discussion. 6 yes, 1 abstention. Motion carries.

Treasurer's Report

Jennifer made a motion to remove Mitty Johnson as a check signer from the Savings Bank of Walpole account, Ann seconded. No discussion. 7 yes. Motion carries. Kristin made a motion to add Thea Marsh as a check signer on the Savings Bank of Walpole account, Nichole seconded. No discussion. 7 yes. Motion carries. Reviewed the Fiscal Year 2025 Budget versus Actual. Dan, the bookkeeper, said that all the bank accounts have been reconciled and it is in good shape to approve and submit to the auditors. Discussion ensued re: reasoning on the losses. Nichole made a motion to approve the "Budget vs Actuals June 2024-June 2025" Report and place it up for audit, Meggan seconded. No discussion; 7 yes, no abstentions. Motion carries. The "Budget vs Actuals July 2025" Report is not yet finalized, so could not be voted on.

Director's Report

See attached report. We scheduled a date for a special Board meeting in order to hire Barry's choice for the Archivist position (Tues Aug 19, 6:30 pm.). He is going to have a second in-person meeting with the candidate for the Assistant position before we schedule a meeting for that hire. On Friday September 19, we will stay open late to host a Meet the Artist at the same time as a craft event. New website will be \$900/year.

Committees

Finance Committee

Ann has made a motion to accept the 2024-2025 Expenses Report and place it up for audit,

Meggan seconded. 7 yes. Motion carries.

Policy/By-Laws Committee

Ann was looking at the PTO policy and found that it was too vague regarding when PTO is dispersed. The Policy Committee will come up with suggestions and we will put it on the agenda for next month. Meggan made a motion to accept the following written policies as amended: Sections IV "General Employment Policy" and Section V "Employee Conduct Policy" A-E, Nichole seconded. No more discussion; 7 yes, no abstentions. Motion carries. We will discuss the remainder of Section IV at the next meeting.

Museum Committee

Did not meet.

Building Committee

Sam Pomeroy had to cancel the meeting about the HVAC with Thea and Barry because his wife came down with COVID. They will set a new date to meet.

Marketing Committee

Jennifer worked on taking all the events listed on the website and creating Facebook events for them. She shared them all to both town Facebook groups (Winchester Working Together and The Winchester Exchange).

Strategic Planning

Thea said that Mary has something written, but she wasn't clear on the final product. She will have something for us in September.

Meeting adjourned: Kristin made a motion to adjourn at 8:16 p.m. Meggan seconded. No further discussion; 7 yes; No abstentions; Motion carries.

Next meeting is Tuesday August 19, 2025

Submitted by,
Secretary
Jennifer Bennett