

FINAL  
**Conant Public Library Board of Trustees Meeting Minutes**

**Meeting Date:** May 19, 2025

**Attendance:**

Present: Jennifer Bennett, Ann Goodrich-Bazan, Meggan Hodgman, Nichole Pelkey, Thea Marsh, Jenn Howe, Jeny Levissee, Mary Gannon (only for one vote); Excused Absences: Kristin Landry, Library Director Barry Deitz

**Meeting convened:** 6:32 p.m. meeting called to order by Thea.

**Reports**

**Secretary's report**

Jenn made a motion to approve the 04/14/25 minutes with amendments (correction: Nichole joined the Finance Committee and Jeny Levissee joined the Policy/Bylaws Committee), Ann seconded. No discussion. 6 yes, 1 abstention. Motion carries.

**Treasurer's Report**

Ann made a motion to withdraw \$15,000 from the Edith Atkins trust fund, facilitated by Jenn Howe. Meggan seconded. No discussion; 8 yes, no abstentions. Motion carries.

Ann made a motion to approve the Treasurer's Report and place it up for audit, Nichole seconded. No discussion; 7 yes, no abstentions. Motion carries.

**Director's Report**

See attached report.

**Committees**

**Policy/By-Laws Committee**

Thea made a motion to approve the Patron Code of Conduct Policy, Jennifer seconded. No discussion. Discussion ensued; 7 yes, no abstentions. Motion carries.

**Finance Committee**

Met with Dan (bookkeeper) and reviewed reports. Thea will reach out to him so that he can come meet the new board members next month. Jenn has been in touch with Amy Bond so that she can attend a future Finance Committee meeting. Amy also sent Jenn the latest statement from the town. We received a letter from Bar Harbor asking if we wanted to keep our investment portfolio as is, or if we wanted to make changes. Jenn made a motion that we

keep a Balanced portfolio with Bar Harbor and sign the investment objective form, Ann seconded. No discussion; 7 yes, no abstentions. Motion carries. Jenn is going to explore options for a different telephone company because our bill is getting too high.

### **Museum Committee**

We met in April and discussed the organ appraisal. Update: The appraiser said that the Pratt organ needs an academic paper written about it. Jeny is going to reach out to the appraiser to ask about the discrepancy in the value assessed for the organs between his Artifact and Condition Report and the Insurance Assessment. We also discussed community involvement, ADA Accessibility, and our next meeting we will go through the furniture upstairs to decide what will stay or go. Annalise will also be looking into getting a quote for installation of a chairlift.

### **Building Committee**

They did not meet last month. Ann told Barry to keep an eye on the basement for any flooding because the river is getting very high after all the rain. (Between Barry and the custodian Ann, it gets checked every day.)

### **Marketing Committee**

Did not meet. Jennifer will send an email to Meggan and Jenn about a time to meet in June.

### **New Business**

#### **Conant Email Address**

Meggan would like to use her personal Gmail account for the time being.

#### **Winchester Agricultural Committee**

Thea is on the committee and they have talked about getting donations for garden tools and she is wondering if the library can let them keep the tools in an area of the library (possibly the basement) with a sign-out form and liability waiver like they do at Keene State College. Ann said she thinks it's doable and within an appropriate scope of the library, so Thea will talk to Barry about it to work out the logistics.

**Meeting adjourned:** Thea made a motion to adjourn at 8:08 p.m. Meggan seconded. No further discussion; 6 yes; No abstentions; Motion carries.

Next meeting is Monday June 9, 2025

Submitted by,  
Secretary  
Jennifer Bennett