



Whipple Free Library

There's Always Another Chapter

Minutes of the Library Board of Trustees

August 19, 2025

Present: Kerri Kelley, Susan Hansen, Christa Snyder, John Fladd, Michael Constance, Jennifer Allocca, Jacob Fields, Tanya Ricker (Library Director), and Candy Brenner (Friends of the Library Liaison)

Absent: none

Meeting called to order at 7:02 pm by Kerri Kelley, Chair.

Recurring Business:

- **Minutes: Susan**

- June Minutes reviewed. Motion to accept the minutes by John. Motion seconded by Jake. Motioned approved 6-0. Michael abstained.
- July Minutes reviewed. Motion to accept the minutes by John. Motion seconded by Jake. Motion approved 6-0. Michael abstained.

- **Treasurer's report: Jennifer**

- Treasurer's Report reviewed. Motion to accept the Treasurer's Report by Christa. Motion seconded by Jake. Vote unanimous.

- **Library Director's Report: Tanya**

- Tanya gave a demonstration of the new website which will go live on September 5th.
- Motion was made by Michael to increase the out of town library fee from \$25 to \$40. Jennifer seconded the motion. Vote unanimous.
- Friends will be covering the cost of a new TV for the conference room. Emertech will set it up.
- Susan made a motion for Tanya to sign the annual Dead River propane contract. The rate will be approximately \$1.832 per gallon. Motion seconded by John. Vote unanimous.
- The Library sign by the Post Office will be turned when reinstalled after the road project for the Fire Station.
- Tanya got a quote of \$22,600 for the cost of paving the parking lot to coincide with the Fire Department's road project. The question was raised whether the town or the trustees should be funding this expense. Tanya will research further.

Purchase requests:

- Susan made a motion to hire Eric Fey to paint the conference room and Teen Room for \$1300. This money will come from the unanticipated funds. Jennifer seconded the motion. Vote unanimous.
 - Jake made a motion to purchase a couch and ottoman for the Teen Room for a sum of \$3241.12. This money will come from unanticipated funds. Jennifer seconded the motion. Vote unanimous.
 - John made a motion for the purchase of bins, stickers and other organizational items for the Children's Room for a total of \$814. This money will come from unanticipated funds. Jennifer seconded the motion. Vote unanimous.
 - Susan made a motion to use unanticipated funds to purchase 2 new book carts for the sum of \$938. Michael seconded the motion. All trustees in favor.
- **Friends Report: Candy**
 - Bylaws will be voted on in September.
 - The Book Sale will be held September 13th at 9am. Set up is on September 12th from 3-7. There will be a signup for volunteers. The sale is by donation. Drop off starts on Sept 3rd at the library.
 - The Friends would like to request the Scouts to help set up on September 11th.
- **Facilities Maintenance: Jake**
 - Jennifer made a motion to cover the cost of the water leak repairs in the Teen Room that were the result of a clogged drain for a sum of \$1178.50. This money will come from the facility maintenance line. Motion seconded by Michael. All trustees in favor. Granite State Plumbing and Heating & Mr. Rooter performed the repairs. Insurance covered the ServPro fees and some replacement items. There was a discussion to potentially purchase wifi water alarms to avoid future leaks.
 - Water testing passed.

Business Carried Over from Last Meeting

- Building Rekey - Not an emergency. Tanya will get additional quotes for the rekey project.

New Business:

- Michael made a motion to adopt the Town's Comp Time policy for library staff as written. Jennifer Seconded the motion. All trustees in favor.

Town of New Boston- Comp Time

Compensatory Time: Compensatory time is defined as unpaid time earned by an hourly employee for hours worked in excess of the normally scheduled work week or forty (40) hours, whichever is greater. It will be credited at the rate of one and one half (1.5) hours for each overtime hour worked. Compensatory time will be authorized only with the prior approval of the Department Manager. Compensatory time will not be authorized for the completion of

regular duties; however, extraordinary work may be offset by compensatory time. Compensatory time may be accrued to a maximum of one (1) normally scheduled workweek or forty (40) hours, whichever is greater, and must be taken within the calendar year. If an employee is unable to take compensatory time off within the calendar year, the employee shall be paid for those hours at their current pay rate. An employee may carry over a maximum of eight (8) hours over to the next calendar year.

Non-Public Session – Pursuant to RSA 91-A:3

Motion to enter Nonpublic Session at 8:24pm was made by Jake and seconded by John. All in favor.

Motion to leave nonpublic session and return to public session at 8:57pm by Jennifer, seconded by Jake. All trustees in favor.

Calendar of Events:

- August 21st – Trustee budget meeting 7:00 pm
- September 5th – New website w/Assabet goes live
- September 5th–9th – Craft Supply Swap (rescheduled)
- September 13th – Friends of the Library Book Sale
- September 27th – Touch–a–Truck

Motion to adjourn meeting at 9:03pm was made by Jennifer and seconded by Susan. All trustees in favor.

Respectfully submitted,
Susan Hansen, Secretary