



Whipple Free Library

There's Always Another Chapter

Minutes of the Library Board of Trustees September 16th, 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)

Jacob arrived at 7:18.

Meeting called to order at 7:03 pm by Kerri Kelley, Chair.

Recurring Business:

- **Minutes: Susan**

- August 19th Minutes reviewed. Motion to accept the minutes by Michael. Motion seconded by Jennifer. Vote unanimous.
- August 19th Minutes reviewed. The spelling of the word cataloger was updated. Motion to accept the minutes as amended by John. Motion seconded by Jennifer. Vote unanimous.
- August 21st Minutes reviewed. An amendment was made to change the date of the building addition on CIP to 2030. Motion to accept the minutes by Michael as amended. Motion seconded by John. Vote unanimous.

- **Treasurer's report: Jennifer**

- Treasurer's Report reviewed. Motion to accept the Treasurer's Report by John. Motion seconded by Susan. Vote unanimous.

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

- Website is live
- Teen room update: Couch is ordered and paint choices are being made.
- We received free shelving for the community room.
- The road realignment was completed. The library sign will be reinstalled closer to the road.
- Library holiday hours early closures: Thanksgiving Eve close at 2:00pm, Christmas Eve at 12:00pm and New Years Eve close at 5:00pm. New Years Eve time will be confirmed next month.
- A motion was made by Jennifer to use \$809.80 from unanticipated funds to purchase 2 heavy duty shelves and 10 storage bins for the shed. John seconded. All trustees in favor.

- A motion was made by Christa to purchase interior signage for the library for \$350 with funds coming from unanticipated funds. Second by Michael. Vote unanimous.
- **Friends Report: Candy**
 - Bylaws were approved and will be reviewed in 5 years.
 - The book sale was successful and made over \$2000. Bay State Books took the remaining books.

Business Carried Over from Last Meeting

- Building Rekey status
 - Tanya is getting a quote from the company that did the fob system at the school.
- Goals, Objectives, Actions were reviewed.
- Bylaws were reviewed.
- MOU with the Town of New Boston will be reviewed at the next meeting.

New Business:

- Tanya's annual review will be performed annually instead of every six months. This will be completed soon.
- Finance committee members visited the library to learn more about the library culture and goals ahead of the upcoming CIP meeting.

Calendar of Events:

- September 27 – Touch-a-Truck @NBCS 12:00—2:00 pm
- October 1– CIP meeting
- October 21 – Trustee Meeting 7:00 pm

Motion to adjourn meeting at 8:24 pm by John. Motion seconded by Jennifer. All trustees in favor.

Respectfully submitted,
Susan Hansen, Secretary