



Trustees of The Mary E. Bartlett Memorial Library



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Jennifer Bordis, Chair Jeff Donald, Treasurer Tom Walker, Secretary, Melody Santos, Karen Sevich-Myers

Draft - Meeting Minutes

Wednesday, September 01, 2026

Trustees attending: Jennifer Bordis, Jeff Donald, Tom Walker, Melody Santos

From the Library: Janice Wiers - Library Director

Others:

Alternate Trustees: Susan Lunn

Public: Chris Carmody - Friends Group Representative

ADMINISTRATIVE:

Jennifer called the meeting to order at 6:07 PM.

Approval of Minutes:

On a motion from Jeff, with a second by Melody, the 08/12/2026 meeting minutes were accepted. A roll call vote was taken: Jennifer - aye; Melody - aye; Jeff - aye; Tom - aye; Susan - aye. The motion passed by unanimous vote.

Correspondence:

Janice was asked by the acting state librarian to take part in a panel discussion for new library directors. She agreed.

Public Comment:

None.

REPORTS:

Financial:

Janice demonstrated that 3rd quarter numbers are in good shape.

Directors Report:

There were 1,340 in-person visits this month, circulation was 3,487. There were 1,262 visits to the library website, with 2,131 page views. Facebook followers increased by 5, Instagram by 16. There were 10 new adult and 3 new youth library card holders added. 130 books and 38 other media were added to the collection this month. There were 828 Libby borrowings, 261 Hoopla borrowings, and 22 Wowbrary borrowings this month. There was 1 children's program with 11 attendees. There were 4 young adult programs with 36 attendees. There were 4 adult programs with 52 attendees. The Toddler Romp program is restarting. Other programs included Tween Yoga, Tween Time, Adult Yoga, and Open Mic Night in the Amphitheater. The yoga programs are being offered by a town resident that needs practice hours for a new certification. Janice had America250 commemorative books and puzzles printed by [Canva.com](https://www.canva.com). One copy will go to NH Humanities whose grant sponsored much to the event programming, one to the Brentwood Historical Society, and the library will keep one for posterity. Libby is making some changes to their service so library patrons will need to choose a new username and password to continue to use it. Trimmers Landscaping reset the amphitheater blocks that frost heaved over the winter. They used extra glue to prevent the issue next winter. The library is planning cooperative programming with the Kingston Community Library for dementia caregivers.

Youth Directors Report:

Janice gave the report. The annual Swasey kindergarten and 2nd grade classroom trips to the library are coming up. The new Swasey principal has reached out to the library and plans to continue the good relationship and collaboration. She will reach out soon to visit the library and meet staff. Fall programming is ramping up after a busy and successful summer.

Committees - Friends of the MEB Library:

Chris Carmody said that 9/11/26 there will be a Friends group mailing party to stuff and address envelopes for the annual appeal letter. He said they are planning the fall events and the Pumpkin Festival date is planned for 10/24/26 from 10:00 to 12:00.

OLD BUSINESS:**Basement Flooring Quotes:**

Three flooring site visits led to two quotes. One of those was very high. The other, Mad Garages and Closets, proposes to rip the old tile, dumpster the debris and epoxy coat the floor for \$29,290. They could start the project in October.

Library Credit Card:

A draft of the proposed Credit Card Policy was distributed and discussed by trustees.

Book Buying Benefit:

The proposed benefit to allow library staff to purchase books at wholesale prices was shot down by the New Hampshire Municipal Association.

ACH Deposits From the Town:

The town treasurer is setting up an ACH to transfer money from bank to bank and plans to use that for library quarterly transfers in the future.

Comcast Update:

Janice called them regarding the adding of voicemail to our service. They will install a new modem that will allow

this feature. This will have the added benefit of increasing internet speed.

NEW BUSINESS:

Budget Site Walkthrough and Next Steps:

The Budget Committee Chair asked for some information from the library. Trustees discussed the request and Janice will take the next steps.

Assigning Friends Group Representative:

The next Friends Group meeting will be September 21 at 6:30 PM. Jennifer volunteered to be the library representative for the meeting.

ADJOURNMENT:

Melody motioned, with a second by Susan, to adjourn the meeting. A roll call vote was taken: Jennifer - aye; Tom - aye; Melody - aye; Jeff - aye; Susan - aye. The motion passed by unanimous vote. The meeting was adjourned at 8:19 PM.

Next meeting: Wednesday, October 14, 2026 at 6:00 PM.

Respectfully submitted, Tom Walker - Board Secretary