

**Meeting of the Board of Trustees
59 Main Street
Allenstown, NH 03275**

June 18, 2026

The June 18th, meeting of the Allenstown Public Library Board of Trustees was called to order at 5:28 PM by Mike and seconded by Kathleen.

Present: Amanda Seibel, Kathleen Pelissier, Mike McGeehan, Jeff Lyons and Beverly Pietlicki

Absent: JoAnne Dufort

Public attendees:

Items:

- Agenda minutes from May meeting were reviewed. Kathleen moved to accept the May minutes, and Mike seconded.
- Review Director's report and items from the agenda.

Building Usage:

Patron visits:

202 (156 adults/46 Children)

Programs:

PSH- 7 adults 18 children DND- 5

MD Tea- 5

Book Group: 4

Tutoring: 8

Trustees 5

Total: 47

Circulation Checkouts:

Atrium: 480

Hoopla: 110

ILL: 23/60 = 83

Overdrive: will get trained at NHSL

New Patrons: 13

Total Patrons: 2131

Social media: Facebook 940 Instagram 28

UNH Cooperative Extension gift was \$2,080 which JoAnne Dufort has deposited into the Non-lapsing account.

Gift Spending- Beverly has purchased a wheelbarrow and two gardening kits to include: four tools, a pair of gloves and knee pads in a nice bag -total value \$50.00- This will start our new "Library of Things" initiative and after our planting program on July 23rd, they will be available for check out for adults over the age of 18 with a provision that there will be a \$50 charge to their account if the kits are not returned. These can be kept in the shed during winter. Beverly also purchased two shovels and a bush rake.

Kathleen has offered to pick out the plants from the seed and soil allocation which has enough to cover those purchases.

Beverly is also keeping track of the books and materials she has purchased to total \$300.00.

Dues: Darrell has joined the NHLA for a first-time member cost of \$20.00
July-New Hampshire Library Trustee Association membership dues- So far Kathleen and Amanda have signed up- Mike and Jeff will join as well. Filled out the paperwork in the meeting.

Building: Beverly visited the Merrimack County registry of Deeds which is also available online. There was only one deed for 59 Main St. in Allenstown between 1930-1940, so the clerk assumed it was the one for the library property. The property card from the Town offices has a total value of the property listed as \$511,200. It is listed as “residential.” Beverly called Evan Roberge (town assessor) who said he would stop by to verify the assessment details if needed or requested by you. The library building was listed on the NH register of Historical places in 2008 and qualifies the library for certain grants. <https://www.nh.gov/nhdhr>
Beverly called the NH Division of Historical Resources and asked about restrictions. Beverly has forwarded their response to Kathleen and have printed out the guidelines.
Kathleen asked for us to have a tour of the potential space, would be the first step to see if we are interested. Then there are more hurdles after that. Could potentially sell the building (BOS). We will be contacted to arrange a date for a tour with Peter. Would be great if Beverly could be there too so we know what she envisions for the space.

Asking for approval for a Sandwich Board? 245.00 on Amazon, see print out provided at the meeting. We are all fine with this.

Materials: Beverly is ordering summer reading themed materials (UNH gift) in addition to the regular monthly orders.
Can the board approve a policy of allowing patrons a limit of three new books at a time? We are good with this. Also, can the board vote to increase the out-of-town non- resident fee to \$15.00, except for senior citizens over the age of 60 which can remain at 10.00? We have no problem with this increase as well.

2026 Policies- revised and updated:

Petty Cash policy and procedures
Technology disposal Policy
Dress Code Policy
Review of Personnel Policy

Beverly is considering a Meeting room policy that addresses applications, reservations, scheduling and general guidelines such as no food and picking up after use. We now have two rooms available downstairs for public use. Suggestions have come in for a puzzle group and a sewing group. We are taking as many suggestions as we can.

Programs and Events: Summer Reading has started and we are looking forward to hosting Julieann on June 25th .

Marketing: We have been featured in The Talk of the Town in the Concord Monitor for two weeks. We have an Instagram account. Beverly visited the Police Station and has the contact info to send them about our programs. Foss Films will video some of our programming this summer.
Fliers are available to post upon request.

Technology: Last Saturday Beverly decided to move the printer and clean the space on Darrell’s desk. It was dusty and dirty and really needed it. No other Tech updates at this time.

Website update- the website finally has a security certificate through WordPress. However, support is no longer offered for the Twenty Ten theme that the site was built on so Beverly is recommending that the library upgrade the theme- no cost involved. The new themes look very different, and Beverly wonders if any Trustees want to have input on which one is chosen? Beverly can make a recommendation of maybe two or three or I can pick one, whatever we wish. It will take some time to build out the new theme, but she thinks it will be worth it. The board decided Beverly can pick the theme!

Miscellaneous: Strategic Planning- worksheet -brainstorm at separate meeting

Old business

- a. Beverly is going to make some edits to the personnel policy. We move to approve. Mike made a motion to approve and Kathleen seconded. Beverly will make a few edits, and we will sign at the next meeting. For the meeting room policy we may have to find out how many people are allowed in the space. Fire department can come and help with a certificate of occupancy.
- b. Need to have Mike added to the bank account. Maybe JoAnne can help with this as we will have a deposit at the end of June. Jo can reach out to Mike when it works for her to go to the bank. Can we find out if we can get a debit card for the non-lapsing account? Mike and Jo will ask at the bank.
- c. Goals ideas (carried over but we can get quotes on):
 - i. Bricks/pavers
 - ii. Bathroom painting
 - iii. Volunteer opportunities

New business

- a. Made about \$45 dollars at the yard sale.

The next Library Trustee meeting was scheduled for Thursday, July 23rd at 5:00 PM at the Allentown Library. Motion to adjourn was made at 6:22 PM by Kathleen and seconded by Mike.

Respectfully submitted,
Amanda Seibel