

Stephenson Memorial Library Trustee Meeting Minutes

We are here to serve our neighbors and community by providing a gathering place and free access to materials and resources to promote learning, literacy and connection.

June 15, 2026

Andra Hall, Chair

Wendy Durrett, Treasurer, absent

Stephanie Kokal, Secretary

Valli Hannings, Alternate, filled in as Treasurer

Jean Rube-Rainier, Alternate

Jep Streit, Alternate

Ella Cademortori, Director

Call to order 7:01

May 18, 2026 meeting minutes

Andra moved to accept the minutes, Vali 2nd, motion passed.

Treasure's Report

Printed separately, attached

Andra moves to accept the report, 2nd by Vali, motion passed.

Director's Report

attached

- Ella needs 2 phones to replace old phones that no longer work. Funds to come out of the budget line for Office Supplies.
- Ramp, which is damaged by winter salt use by DPW, is being dealt with by the Select Board. DPW is aware of the damage.
- LCHIP grant application window has passed for 2027. Next cycle starts in September 2026 for 2028.
- Ella to see if the LCHIP grant can cover the cost to replace the damaged ramp, front door, and clean the bricks.
- Ella will look into an ADA Grant for the ramp as well.
- DPW says the funds voted on in 2025 for the electrical upgrade now need to be increased to \$40,000. The cap in 2025 was \$36,000. Andra will address the increase with the Select Board at our next meeting.
- Ella needs help with messaging for the Public Library Service model and using it to gain patrons.
- Ella will provide a table at the 4th of July event at Oak Park for people to add their thoughts on Freedom to the time capsule. The time capsule will remain open until December 2026. Once closed, it will not be opened until 2076, on the 300th anniversary of the USA.

Andra moved to accept the Director's report, 2nd by Vali, motion passed.

Old Business

- Thank you cards will have photo of logo in the front. Ella will email Stephanie the wording for back and inside.
- Website has been updated. Please take a look and let Ella know if something needs to be changed.

Grounds

- Limbs hanging over the back of Library need to be cut down and removed. Ella to contact DPW.

NHLTA

- Attended by Ella and Jean May 28, 2026
- Both report excellent speakers and are happy they attended.
- One question they have is about Virtual meetings for Trustees RSA from 2020, states 1/3 of Trustees need to attend in person in order to move to a virtual option.

Capitol Plan

- Electrical Upgrade, new ceiling for spending to be addressed with Select Board July 2026 meeting.
- Front Door replacement/repair, addressed with LCHIP assessor.
- Ramp, to be addressed with LCHIP assessor, and ADA grant
- Entrance to Wensberg Room, to be addressed with LCHIP assessor, Select Board and DPW.
- Furniture, low priority
- Upgrades to Wensberg room

Grant opportunities

Remain unchanged

- Pave Parking
- Biblio Bike

GES

- Ella to contact principal about field trips to Library in 2026-27 school year

Policy Reviews

- SML-POL-06: Posting Policy
- SML-POL-08: Technology and Computer Use
- SML-POL-16: Patron Use, amounts of out of town usage fees to be changed.
- SML-POL-25: Social Media

All policies reviewed and approved.

New Business

- Select Board to attend next Trustee Meeting July 13, 2026. Ella to let them know of the date change.

Meeting Adjourned 8:17PM

Non Public Session per RSA 91-A:3 II (a-m) (if needed)

Next Monthly Trustee Meeting :

July 13, 2026 at 7PM in the Reading Room of the Stephenson Memorial Library, Greenfield, NH

Director's Report for 06/15/2026:

Programming updates:

3rd Annual Spelling Bee: Another great year for the bee! There were a lot of adult spellers this year, which was great to see.

UNH Master Gardener Seed Saving Program: Linda said the program was excellent, but only 4 people attended.

Estate Planning 101: we had 8 people for the first of these two programs. Everyone was engaged and Bryce and Tim were great.

Buy Nothing Yard Sale: We had 12 people come throughout the day and everyone who came in left with at least one thing. We have plenty of items for the Children's Holiday Store.

Upcoming In-Person Events: ConCom: Udderly Otters (6/18), Puzzle Palooza (6/20), Estate Planning 101 (6/22), Redcoats and Rebels (6/28), 4th of July Celebration (7/4), Greenfield's First Sparkler Sprint 5k (7/4), Sheryl Faye Presents: Abigail Adams (7/13), Recipe Swapping and Meal Planning 101 (7/19), Department Head Panel (7/30), Spoon Carving with Owl Eyes Wilderness (8/10), Legends and Lore: An Enchanted Faire (8/29), Art of Chainsaw Sculpture (9/14), Adult Game Night (9/19), Craft Supply Swap (11/14+11/15?), Children's Holiday Store (12/5)

Upcoming Zoom Events: [Presidential Cartoonist Series \(Second Friday of every month\)](#)

Event postponed: Driving to Zero Campaign with NH DOT

Building: New phones, ramp, LCHIP/NHPA grants, electrical upgrades. taxidermist

PD: NHLTA Conference, Washington DC Convening

Stats:

- In 2026, patrons saved \$53,239.75. This means that each taxpayer (using 1716 as the population from the 2020 census) has saved \$31.03 this year and \$6.17 in May. These savings do not include savings from using the ILL service the state provides.

	February	March	April	May
Tech & Reference				
Reference, Tech help & RA	2	1	3	3
Wireless	31	35	39	49
Public Computer Use	3	17	14	7
Programming				
Children's Programs 0-5 children	43	50	52	37
Children's Programs 6-11 children	0	1	0	0
Teen programs (12+)	0	0	0	0
General Interest Programs	67	127	174	25
Adult Programs / Meetings	90	84	11	144
Passive Programs (puzzle, take & Makes)	10	0	0	0
Special Event - Library Sponsored	0	0	2	10
Outreach - Commons, GES	10	23	21	30
End of Day				
People Counter	273	374	424	264
Days Parking Lot was Full	5	Not Recorded	A few	1
Materials Added	55	46	173	101
Materials Weeded	38	36	240	431
Circulations	779	956	896	872
ILLs in	24	125	92	90
ILLs Out	22	111	70	74
Consortium Checkouts	58	43	31	20
Money Saved	\$10,157.10	\$10,647.65	\$10,795.96	\$10,582.40
New Patrons:	5	4	3	5
Renewed Cards	19	9	19	10