Leach Library Board of Trustees
Draft Meeting minutes
September 30, 2026 at 7:00 PM
Leach Library, Londonderry NH

Members Present:

- Nancy Hendricks, Chair
- Beth Marrocco, Vice-Chair
- Erica Laue, Secretary
- Moira Ryan, Trustee
- Azra Palo, Treasurer
- Maryam Mallick, Trustee
- Donna Plante, Interim Library Director

Members Absent:

- Jan McLaughlin, Trustee

Call to Order: made by Chair Hendricks at 6:31 PM.

Nonpublic Session: Motion made by Secretary Laue to enter nonpublic session under RSA 91-A:3, II(a), seconded by Vice Chair Marrocco. Motion passes 6-0 by roll call vote.

Discussion points:

- Alexandria Nicoll's annual review has come due, and she has been recommended for a 3.5% merit increase as a lump sum payment of $1674.40 due to her excellent performance and high level of involvement at the library.
- **Motion by Secretary Laue to approve the lump sum payment of $1,674.40 to Alex Nicoll, seconded by Trustee Mallick. Motion passes 6-0.**

Nonpublic session ended by roll call vote at 6:42 PM.

No business conducted between the end of nonpublic session and the reopening of public session.

Motion to reenter public session made by Secretary Laue at 6:59 PM, seconded by Vice Chair Marrocco. Motion passes 6-0.

Consent Agenda:

- August 20, 2026 minutes
- September 3, 2026 minutes
- Next meetings: 10/7, 10/21, 11/4
- **Motion to accept the consent agenda made by Secretary Laue, seconded by Trustee Mallick. Motion passes 6-0.**

Public Comment: None.

Treasurer's Report: presented by Treasurer Palo.

- $10,128.21 in the book account at the end of August
- $43,017.43 in the trustee account at the end of August
- We are still pending documentation of deposits that were not correctly documented.
- A withdrawal has been made to refill the cash drawer now that we're back in the building.

Committee Reports:

- We would like to reconvene the financial ad hoc committee to document and account for the donations made to the trustee account.

Presentations and Discussion:

- Building update: presented by Interim Director Plante. We are not done moving back into the building; there are still items in the Woodmont Conference Room of Town Hall that are being transferred.
    - Study Room B is not reopened to the public yet, as it is holding items that have not been returned to their original places. That is a work in progress.
    - We don't have mold anymore, but we still have a humidity problem. ReArch and ENE will be helping us with monitoring and alerts for humidity peaks, and will provide us with a quote for temporarily using the boiler to control the humidity. One of the rental dehumidifiers started leaking, but ReArch should be able to replace or repair it for us.
    - ReArch also helped us dispose of the damaged furniture. Documentation has been completed.
    - No leaks were found after this weekend's nor'easter!
    - The maintenance budget line will be above 80% expenditure for this fiscal year this month; we will likely have to overspend it.
- Appreciation from the Trustees: Chair Hendricks would like to thank the community, particularly Bob Slater and Dave Walle, for supporting the library through its displacement. Interim Director Plante also thanks the Town Manager's office for coordinating the initial relocation to LPD, and our contractors for going above and beyond so often. Thank you to LPD, the senior center, the historical society, the YMCA, LSD, Awesome CCG, the Friends, all the GMILCS libraries, and everyone else who stepped up for the library.
- Fine-free request: Presented by Nick Maher-Lewis, Senior Circulation Librarian.
    - Nick would like the Board to consider permanently suspending late fees for CDs, DVDs, and other materials. There is research demonstrating that late fees reduce library engagement and increase patron guilt. We are one of two GMILCS libraries that still charge late fees.
    - We have saved more money repairing books than collecting fines from patrons, per data from 2023-2025.
    - Currently we don't charge fines for books and audiobooks; we would expand it to include DVDs, CDs, and Library of Things. Materials that are missing for a certain period of time incur a replacement fee for the full cost of the item. If the item is returned, then that fee is waived.
    - Board discussion: late fees create additional barriers for patrons and prospective patrons who struggle to afford them. We will vote on this at our next meeting.
- FY28 Staffing requests: presented by Interim Director Plante. The staffing requests that the Board considered were brought to the former Town Manager, who affirmed that it is the Board's prerogative to advance them to the ballot as part of the budget instead of as warrant articles.

    - Chair Hendricks: We will have the budget and the union contract on the budget in March 2027. There is concern about adding two more positions to it.
    - Treasurer Palo: If we advance them, it is more transparent to move them as warrant articles. Consider that a warrant article would have explicit votes by Town Council and the Budget Committee for voters to see on the ballot, which could increase support.
    - Secretary Laue: Support the positions, but concerns about the optics when we haven't hired the children's librarian position.
    - Vice Chair Marrocco: We could have someone hired to that position by March, as we move forward with hiring the new director. Part of the inspiration for the part-time position is an increase in revenue for the library via the passport certification option.
    - Trustee Mallick: We need these positions, but there's uncertainty.
    - Trustee Ryan: Support the warrant article path for March 2027.
    - Interim Director Plante: Do consider putting the full-time executive assistant into the budget, and holding off on the other position for now. Warrant articles add up in terms of voter fatigue, but the potential revenue stream of the executive position would justify putting it into the budget. There's another GMILCs library that acts as a passport acceptance facility (Wadleigh in Milford) that earns $60,000 per year through that revenue stream, so the income could be substantial.
        - Secretary Laue: That allays a lot of concerns.
        - Chair Hendricks: Could we develop some sort of estimation of how much the position could potentially offset through this stream?
        - Vice Chair Marrocco: We should have a subcommittee to coordinate a campaign from the Board to communicate the Library's budget requests and benefits to the community, ideally by January.
- FY28 Warrant articles: presented by Interim Director Plante.
    - Town Council will be discussing warrant articles at their meeting on 10/19. For us, this involves the bond for Phase 2B of the building project and the union contract. We can also put articles on for capital gains and maintenance trust funds, if we have numbers and specific language for them.
    - Chair Hendricks: This is what Mr. Slater presented to us a few meetings ago.
    - Trustee Ryan: We don't technically own this building, so the Board should clarify how the MOA affects it.
    - Interim Director Plante: Finance was not aware of the conversations between myself and the former Town Manager, so Justin Campo and Kim Bernard will be deciding what will be going forward to the Town Council on the 19th. If they are not, the Board will need to go directly to Town Council about it.
- Remaining open positions: presented by Interim Director Plante. We have an open part-time library page position, as well as the part-time children's librarian position. Does the Board want to post them or wait until the new director is hired? The recommendation is to post the children's librarian to start.
    - Board consensus is to review the postings at the next meeting before approving to post.

Deliberations and Vote:

- Adjusting replacement costs for pennies: presented by Interim Director Plante. Pennies are nonexistent, so the request is to change fees by rounding up or down for cash

payments. **Motion by Secretary Laue to approve the rounding up of cash payments, seconded by Vice Chair Marrocco. Motion passes 6-0.**

- Library director search committee: We need one! Today is the last day that applications are open for the position, and we have six applicants. This should involve Board members, Library staff, members of the community, and should convene immediately.
    - Discussion around the benefits and drawbacks of having members of the public being part of the committee. Logistical concerns are significant. Trustee Ryan: what about having someone from the Friends?
    - Vice Chair Marrocco and Secretary Laue volunteer to be part of the search committee.
    - **Motion by Secretary Laue to form a search committee for the library director position, to include two members of the Board, two members of the library staff, and one member of the Friends of the Library, the latter three to be identified by Interim Director Plante; seconded by Vice Chair Marrocco. Motion passes 6-0.**
- Board of Trustees bylaws draft: presented by Secretary Laue.
    - Interim Director Plante: recommend adding the MOA with the Town to the list of things new Trustees are provided.
    - **Motion by Vice Chair Marrocco to adopt the revised bylaws, with the addition of the MOU, seconded by Secretary Laue. Motion passes 5-1.**
- Funding requests:
    - Honorary gift proposal: presented by Interim Director Plante. These are options for a thank-you gift to LPD for the use of their space during our reconstruction. They include
        - Gift cards for each staff member, up to a total of $450
        - Adding a Magna-Tiles police station set and book plates in honor of LPD, for up to $350
        - Prepare a gift basket of snacks etc., for up to $300
        - **Motion to approve up to $350 for Magna-Tiles and book plates made by Secretary Laue, seconded by Treasurer Palo. Motion passes 6-0.**
- Contract:
    - Mobile Citizen, $360: presented by Interim Director Plante. Mobile Citizen supplies the data lines that are the hotspots in the building. This is paid out of the Machinery & Equipment line of the budget. **Motion made by Secretary Laue to expend $360 from the Machinery & Equipment budget line, seconded by Trustee Mallick. Motion passes 6-0.**
- Acceptance of unanticipated funds under RSA 202-A:4-c and RSA 202-A:4-d:
    - Friends of the Leach Library: Isabella Stewart Gardner Museum 2026-27 passes ($225 value)
    - Patricia C. Ballard, on behalf of the Ballard family: $100 in memory of Marilyn Webster Ham
    - Debra Donovan: $100 in memory of Marilyn Webster Ham
    - Debra Donovan: two gift baskets worth $245, raffled off at the grand reopening
    - William M. Fox and Laura Maher-Swerchesky, on behalf of the West Running Brook Sunshine Fund: $50 in memory of Marilyn Webster Ham
    - Jane McDonald: $75 for the Children's noon NYE party in December
    - Londonderry Historical Society: $100 to co-sponsor the September adult craft program
    - **Motion made by Secretary Laue to accept these funds under RSA 202-A:4-c and RSA 202-A:4-d, seconded by Vice Chair Marrocco. Motion passes 6-0.**

Public Comment: None.

Additional Request: presented by Interim Director Plante. The cleaning company is requesting that we consider getting our own dumpster; currently we share the Town's dumpster and the cleaners have to transport our trash there in their own vehicles. Board consensus is to explore options with DPW.

Chair Hendricks makes a statement requesting that the Board give the Town Council some time to get their house in order.

Adjournment: motion made by Secretary Laue at 8:12 PM, seconded by Trustee Mallick. Motion passes 6-0.

Minutes prepared by Secretary Laue.