

## AMHERST TOWN LIBRARY BOARD OF TRUSTEES MINUTES

November 17, 2025

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Attendees: Nancy Baker, Nancy Head, Liz Larson, Steve Mantius, Jim McGinness, CJ Butler, Jackie McKnight, Gretchen Pyles, and Amy Lapointe

Via Zoom: Dave Hallenbeck and Toni Dinkel

Also attending: Bob Grunbeck, Chair of the Trustees of the Trust

Nancy Baker called the meeting to order at 6:01 p.m.

**Minutes from October 20, 2025:** Liz moved and Steve seconded to approve minutes. Motion passed unanimously.

**Public Comments:** Bob Grunbeck explained that the Trustees of the Trust meet quarterly; their basic job is to take care of any money left in trust to the town; they also manage the town's capital reserves; the total assets in the common trust is \$5,400,000 with about \$2,000,000 for the cemetery and the rest is for the schools, library and town; all common trusts are invested together; Cambridge Trust manages the portfolio; they are not overly aggressive or passive; they try to grow principal so we can get bigger yields over time; all of the library's accumulated interest and income is sent to the library every quarter; the library cannot get the principal; Bob shared a document listing the amounts sent to the library over the last five years.

### **Library Director's Report:**

Statistics: Statistics reviewed; October was a robust month with increased circulation and door count; Baker and Taylor's closing has impacted the line item for print items added to the collection.

Upcoming and Ongoing Adult Programs: Several upcoming adult programs will be virtual; December 6th will be a busy day because of the Holiday Hoobie Whatty and the Friends' jewelry sale.

Friends of the Library: They are still accepting jewelry donations for the sale on December 6th.

Treasurer's Report: The budget was discussed; we are four months into the new year; there are some nuances with the part time staff's budget; the health insurance budget was impacted by the town's purchase of a new plan after the last budget process concluded.

### **Old Business:**

The Boardman Concert was a huge success. The Trio Belmont was excellent.

FY27 budget process is still ongoing; the biggest issue is the health insurance options which will include an increase of up to 26 percent; the town is looking into other options; the budget hearing will be held on Monday, January 12, 2026 at 6:30 p.m. and the Deliberative Session will be held on Wednesday, February 4, 2026 at 6:00 p.m.

The current proposed library budget is \$1,368,500, which is about a 6.5% increase from last year; Liz moved and Steve seconded approval of this budget; motion passed unanimously.

**New Business:**

Circulation Policy: Proposed changes include: (1) addition of section about library user records to align with NH RSA 91-A:5 and NH RSA 201-D11; (2) move to a 21 day circulation period for most items because all libraries in GMILCS have agreed to this; (3) increase non-resident library card price to \$125; these changes will go into effect on January 1, 2026. Steve moved and Nancy H. seconded to approve the revised policy; motion passed unanimously.

Privacy Policy: policy in line with NH RSA 91-A:5 and NH RSA 201-D11; includes a Parent of Legal Guardian Record Request Form. Steve moved and Nancy H. seconded to approve the policy; motion passed unanimously.

Celebration of U.S. 250th Anniversary: consider programs and displays.

Steve moved and Nancy H. seconded to adjourn. The meeting ended at 7:32 p.m.

Next Scheduled Meeting: Monday, January 12, 2026 at 5:30 p.m.