

**Rockingham Free Public Library
Board of Trustees Draft Minutes
Tuesday, December 5, 2023**

Trustees Present: Carol Blackwood (Chair), Ginny Massucco, Don Tretler, Wendy Levy, Mike Sola, Ryan Coyne, Margo Ghia

Staff Present: Ian Graham (Director)

LOCATION: Rockingham Free Library Meeting Room and Zoom

1. Call to Order
 - a. Chair Carol Blackwood called the meeting to order at 6:32pm
2. Additions to Agenda for routine administrative matters and/or pressing matters that will require ratification at a future meeting
 - a. None
3. Public Comment (3 minutes per person)
 - a. None
4. FY25 Budget: Discussion and Motion
 - a. The budget is essentially the same as last year, with a minimal \$1531 increase. A few areas of change include:
 - i. The revenue side of the budget was adjusted to better reflect more accurate fundraising figures
 - ii. The part-time salary line is 11 hours lower than last year to reflect a stable level of coverage
 - iii. The materials budget was raised by \$1700. This line item has been shrinking over the years.
 - iv. There is an increase in the appropriations request from the Town. The Library has been level funded for the past five years. As reflected in the request the appropriations would directly benefit town residents by increasing items like the materials budget.
 - b. A motion was made by Wendy Levy and seconded by Margo Ghia
 - i. That the Library Board of Trustees approve the FY25 Rockingham Free Public Library Budget, including a tax appropriation of \$387,250 and an overall budget of \$436,780. The Board authorizes Chair Carol Blackwood and Treasurer Martha Rowley to approve line-item changes to the budget before its inclusion in the Town of Rockingham Town Meeting warrant, including a reduction in the tax appropriation and overall budget. An increase in the tax appropriation and overall budget requires that the full Board approve the increased amount(s).
 1. All approved. Motion passed.
5. Other Business
 - a. None
6. Review Action Items, Propose Agenda Items for Next Meeting
 - a. Next meeting is January 2nd at 6:30pm.

- b. There will be 3 three-year terms and 1 two-year term up for election.
 - c. The March meeting will be with the newly elected Trustees. The meeting will happen fairly soon after Town Meeting.
- 7. Adjourn
 - a. A motion was made to call the meeting to a close by Wendy Levy and seconded by Ginny Massucco. All approved. Meeting ended at 7:04pm

Minutes Respectfully Submitted by:
Margo Ghia, RFPL Trustee and Secretary