

Rockingham Free Public Library

Board of Trustees Draft Minutes

Thursday, December 5, 2024

Present at RFPL: Margo Ghia (Chair), Carol Blackwood, Mike Sola, Martha Rowley, Ginny Massucco, Ian Graham (Director)

Present on screen via Teams link: Mary McCallum, Bonnie North, Ginger Driscoll

Absent: Ryan Coyne

1. Call to Order

Chair M.Ghia called meeting to order at 6:36 p.m.

2. Additions to Agenda for routine administrative matters and/or pressing matters that will require ratification at a future meeting: None

3. Public Comment (3 minutes per person): None

4. Approve minutes from September 19, 2024

Moved by C. Blackwood, seconded by M. Rowley. Passed with 2 abstentions.

5. Library Director's update

Work has been done on the building: front steps repair is completed and work has been done on the back steps to bring them up to VOSHA standards.

Director discussed the leak in the youth activity room which was caused by water intrusion and the Town will be notified. It has not impacted the condition of nor operation of the elevator.

6. FY26 Budget

Discussion: Trustee Finance Committee convened multiple times since the September meeting, working to draft the proposed budget, and shared copies of their proposed budget with the board.

Director reports that FY26 budget is level-funded, and that the tax appropriations will be the same as last year's.

M. Rowley moved that the Trustees approve FY26 budget as presented with a tax appropriation of \$387,250 and an overall budget of \$436,700, allowing for minimal adjustments within individual expense lines that do not impact the overall budget.

B. North seconded, motion passed unanimously.

7. Operational Policy

Discussion: Trustee Policy Committee convened many times to review and edit the Operational Policy Manual, bringing it up to date. They distributed copies of the newly revised manual.

C. Blackwood moved that the Trustees adopt the revised Operational Policy Manual, as reviewed and edited by the Policy Committee. G. Massucco seconded, and the motion passed unanimously.

8. TD Bank account change

C. Blackwood moved that the Library Director close the current “debit” account at TD Bank and transfer those funds to the Library’s account at M&T Bank.

M. Sola seconded, and the motion passed with one abstention.

9. Other Business: none

10. Review action items, propose agenda items for next meeting

Proposed agenda item for Jan. 16, 2025 meeting: discuss number of RFPL

Trustee seats open for March 2025 Town Meeting

11. Adjourned at 7:16 p.m.

Respectfully submitted,
Ginny Massucco