

Belmont Public Library Trustees

Meeting Minutes

May 19, 2026
Belmont Public Library
146 Main St, Belmont, NH 03220

The meeting was called to order at 6:18 PM.

Trustees Present

- Hillary Horn
- Samantha LeClair
- Terry Elliott

Also in Attendance

- Allison Jope
- Jessica Haggett

Public Comments

Jessica Haggett introduced herself and shared her interest in joining the Board of Library Trustees.

Approval of Previous Meeting Minutes

April 28, 2026 Meeting Minutes

Hillary Horn made a motion to approve the April 28, 2026 meeting minutes. Seconded by Samantha LeClair. The motion passed unanimously.

Financial Report

Terry Elliott made a motion to approve the Financial Report. Seconded by Hillary Horn. The motion passed unanimously.

Director's Report

Allison went over the Director's Report for April

She also spoke with the High School Librarian who wants to do a Round Table with students about what they would like to see in the libraries

She also mentioned that we are going to need to advertise the Page position since Samantha's last day in the end of May. The High School is willing to Advertise the position

Hillary Horn made a motion to approve the Director's Report. Seconded by Samantha LeClair. The motion passed unanimously.

New Business

Transfer of Funds to Non-Lapsing Account

Hillary Horn made a motion to transfer \$15,000 from the primary checking account to the non-lapsing

checking account due to findings within the internal audit. Seconded by Samantha LeClair. The motion passed unanimously.

Trustee Applications

Hillary Horn made a motion to accept the application of Jessica Haggett for the Library Trustee position. Seconded by Samantha LeClair. The motion passed unanimously.

Old Business

Four Corners Project

Painting has begun at Four Corners. Work on the back of the building has been completed and work has started on the side.

Furniture in the Bank Building

Furniture in the bank building is in need of refinishing. Hillary Horn stated that Will from the Friends of the Library will review the table on the 30th and is willing to restore one table free of charge. Allison Jope also discussed storing books off-site.

Deep Cleaning of the Library

A deep cleaning of the library was requested within the Director's Report discussion.

Remote Meeting Policy / Bylaws

The Board discussed continuing work on updating the bylaws and the remote meeting policy.

Pet Policy

Hillary Horn will review pet policies from local libraries for reference.

Summer Reading Program

Summer Reading planning was discussed during the Director's Report. Allison Jope and Tricia are working on advertising and brainstorming ideas for the kickoff event. Allison is looking into purchasing prizes for Summer Reading.

The Friends of the Library has agreed to make up the deficit from the library not qualifying for CLIF and pay for a performer.

Wildlife encounters is covered by the Sargent Fund

Other Old Business

Grant through Franklin Savings Bank for library Expansion which is due May 30th. Tricia is willing to work on getting this project completed.

Hillary made a motion to apply for the FSB fund for Community Advancement due May 30th.

Terry Seconded this motion

Motion passed unanimously

Non-Public Session

In accordance with RSA 91-A:3, II, the Board entered non-public session at 8:09 PM.

Discussed new director candidates

The Trustees Came out of Non-public at 8:55p

Hillary Horn made a motion to make an offer to the Board's chosen candidate for the Library Director position. Seconded by Samantha LeClair. The motion passed unanimously.

Adjournment

Hillary Horn made a motion to adjourn the meeting. Seconded by Terry Elliott. The motion passed unanimously.

The meeting adjourned at 8:58 PM.

Respectfully submitted by Samantha LeClair



Hillary Horn, Trustee



Samantha LeClair, Trustee

Terry Elliott, Trustee