

BELMONT PUBLIC LIBRARY
Board of Trustees Meeting Minutes
Belmont Public Library
146 Main Street, Belmont, NH 03220
September 15, 2026 6:00 PM

Call to Order

The meeting was called to order at **6:00 PM**.

Attendance

Trustees Present:

- Tasha John
- Hillary Horn
- Jessica Haggett
- Samantha LeClair

Others Present:

- Tricia Sturm

Approval of Previous Meeting Minutes

Tasha John made a motion to approve the minutes from the **August 18, 2026** meeting. Hillary Horn seconded the motion. **Motion passed unanimously.**

Director's Report

Tricia Sturm presented the Director's Report.

The rot repair has been started by **Four Corners**. Kyle will also replace the covered pipe insulation in the boiler room.

Tricia reviewed the counteroffer received from the fundraising company and discussed the proposed levels of recognition for donations. Larger donations will be represented by leaves on a fundraising tree, while smaller donations from individuals, teens, and families will be represented by acorns at the bottom of the tree. Platinum donors will also receive special recognition.

Tasha will reach out to a Belmont resident who previously indicated that he has fundraising experience and would be willing to assist the library.

Fundraising and donations for the library expansion will need to go through the **Friends of the Library** because the Friends are the nonprofit organization. Hillary will work with the Friends to determine the steps necessary to begin the fundraising process.

Hillary suggested holding a **Library Expansion Information Night** to provide residents with information about the project and give members of the public an opportunity to ask questions. At this time, there has been no significant progress on the ground regarding the expansion project.

The Friday **Diamond Art** program has been well received. Members of the Fiber Arts group have also been coming into the library on days other than the regularly scheduled Fiber Arts program to work on their projects.

Library staff are continuing to weed the collection. Rather than immediately disposing of all weeded books, some are being retained for the library expansion while remaining accessible if needed. Staff are also working on labeling the children's picture books to make them easier to shelve and easier for patrons to locate in the online catalog.

Tricia will contact a company that purchases weeded library books to determine whether this may be an option for the library.

The library has installed a new **bidirectional door counter**, which provides hourly statistics for patrons entering and leaving the building. One issue noted is that if someone stands in the path of the laser while holding the door open, the counter may not accurately record everyone entering or exiting.

Tricia is considering holding an **Interest Spotlight** on the third Thursday of each month for homeschooled middle and high school students. Students would have an opportunity to give oral presentations on topics that interest them. Participants will be encouraged to sign up in advance to guarantee a presentation spot. Walk-ins may participate if space and time permit.

Hillary Horn made a motion to accept the Director's Report. Tasha John seconded the motion. **Motion passed unanimously.**

Financial Report

Hillary Horn made a motion to accept the Financial Report. Tasha John seconded the motion. **Motion passed unanimously.**

New Business

Trustee Staff Picks

The Board discussed having trustees select books to feature as **Trustee Picks** at the library. Not every trustee will be required to participate each month. Participating trustees may select a book and provide a short blurb about their selection. The trustees were supportive of the idea and interested in participating.

Storage Unit Update

The storage unit has been delivered to the Town Shed on **Hurricane Road**. Furniture will need to be cleaned before it is moved into storage. Items currently stored in the Loudon storage unit will need to be moved first, followed by items from the bank building. The library is also looking for cotton sheets to use to protect and cover the furniture.

Christmas Village Book Donation

Selectman Travis O'Hara approached Samantha LeClair about whether the library would be willing to donate children's books for the **Christmas Village** in December.

Tasha John made a motion to donate children's books to the Christmas Village. Jessica Haggett seconded the motion. **Motion passed unanimously.**

Trunk or Treat

Danielle St. Onge invited the trustees to participate in **Trunk or Treat** in October. The library plans to give away free books and decorate either the back of a vehicle or a gazebo with a library-themed display.

September Disbursement of Funds

The Board discussed requesting its September disbursement of funds from the Town.

Hillary Horn made a motion to approve and sign the September disbursement request. Jessica Haggett seconded the motion. **Motion passed unanimously.**

Old Business

Book Sales / Friends of the Library

The library book sales continue to go very well.

The Friends of the Library did not hold their scheduled meeting due to scheduling conflicts. Their next meeting is planned for the following Monday.

Meeting Dates with Colleen Ackerman

Colleen Ackerman provided two proposed meeting dates: **October 13, 2026**, and **November 19, 2026**. Not all trustees are required to attend these meetings; typically, two or three trustees and the Library Director attend.

The trustees agreed that the proposed dates and times would work. Samantha LeClair will notify Colleen that the meetings are confirmed.

2027 Budget Preparation

Tricia presented updates to the proposed **2027 budget**, including an additional **\$1,000 for utilities**. She has a meeting scheduled with Alicia to review the budget.

Tasha asked about the database line item and why the proposed amount was significantly lower for 2027. Tricia explained that library software had previously been included under databases but should instead be categorized under **Computer Supplies and Services**.

Tricia also explained that **Libby and Hoopla**, which had previously been listed under separate categories, have been moved to **Circulation – Non-Print**. Telephone expenses are listed as \$0 because they are now included under utilities.

The proposed **2027 operating budget is \$62,400**.

The Board also discussed employees' raises and the percentage to include in the proposed salary budget.

Hillary Horn made a motion to approve the proposed **2027 operating budget of \$62,400** and the proposed **salary budget with a 5% increase**. Samantha LeClair seconded the motion. **Motion passed unanimously.**

Next Meeting

The next regular meeting of the Belmont Public Library Board of Trustees will be held on **October 20, 2026, at 6:00 PM**.

Adjournment

Tasha John made a motion to adjourn the meeting at **7:05 PM**. Hillary Horn seconded the motion. **Motion passed unanimously.**

The meeting adjourned at **7:05 PM**.

Respectfully submitted,

Samantha LeClair, Trustee Secretary

Tasha John

Hillary Horn

Samantha LeClair

Jessica Haggett