

**Londonderry Leach Library
Board of Trustees Meeting**

Moosehill Council Chambers

7 pm

March 5, 2026

draft minutes

Trustees in attendance: Chair Liz Thomas, Vice Chair Helen Palmieri, Secretary Beth Marrocco, and Trustee Nancy Hendricks

Trustees Not in Attendance: Treasurer Jan McLaughlin, and Trustees Moira Ryan and Christine Fitzgerald

Staff in Attendance: Acting Director Donna Plante and Megan Donovan, Head of Circulation Services

- A. Call to Order: Chair Thomas called the meeting to order at 7:04.
- B. Pledge of Allegiance
- C. Public Comment: Linda Lampkin of Griffin Rd shared her concern for missing treasury reports from Treasurer Jan McLaughlin.
- D. New Business: Building Remediation: Drummond Woodsum reviewed latest plans from ReArc. Space heaters may be used during temporary shut down of primary heat units if freezing temperatures call for this measure. The four rooftop units will likely require replacement. New units should be able to mitigate at least 50% of the humidity. There are plans to replace many affected ceiling tiles, to clean duct work, grills, and other affected areas. Insurance carrier will provide a higher than anticipated coverage for carpet replacement and painting. The building's flex duct will need to be replaced. Chair Thomas asked Acting Director Plante to speak to the collaborative process between Bob Slater, the Town Manager, the Finance Director, and ReArc managers. The projected reopening of Leach Library is estimated to be at least the end of May, but likely longer.

Motion: Helen Palmieri made a motion to authorize Donna Plante to sign the revised contract with ReArc with the changes suggested by legal counsel. Motion seconded by Nancy Hendricks and passed 4-0-0.

Motion: Helen Palmieri made a motion to grant key/passcode access to ReArc to grant them building admittance during non-working library hours.

1. Director Position: Nancy Hendricks will take the lead on the search to hire a director for Leach Library. The Board will not be following the suggestion of Treasurer McLaughlin to hire an outside agency to complete said task. Additionally, Acting Director Plante provided a detailed list of additional responsibilities that Leach staff are fulfilling in the absence of a director and facility. These duties go beyond what is outlined in their job descriptions. Some recent efforts by the staff include: -a substantial grant that was

secured by Becca to fully fund a unique program, -the planning of local “pop up events”, -enhancement of the Leach’s content creation and a greater digital presence on social media, -scouting of additional off-site locations to offer summer programming during building closure. Chair Thomas shared concerns that remaining funds in this year’s budget may interfere with hiring a new director. Until a current Treasure Report is available those figures remain unavailable.

2. Financial Review: There is no treasurer’s report to share at this time as Jan McLaughlin was not in attendance.

3. Contract Approvals:

Motion: Nancy Hendricks made a motion to accept contract renewal for the amount of \$567.00 with Cunningham Security Systems. Motion seconded by Helen Palmieri and carried 4-0-0.

Motion: Helen Palmieri motioned to renew the contract with Mitinet Library Services for \$466.00. Motion was seconded by Nancy Hendricks and carried 4-0-0.

Motion: Nancy Hendricks motioned to approve spending \$775 from the maintenance line to conduct repairs to the outdoor flag pole mechanism. Motion was seconded by Helen Palmieri and carried 4-0-0.

4. Unanticipated Funds: none

5. Future meeting room availability: Next meetings will be at 7 pm on 3/17/26 and 4/2/26 in the Moosehill Counsel Chambers.

E. Old Business

1. Staff Development

Motion: Motion by Helen Palmieri to grant library staff up to \$525 to receive 1.5 hours of training with NAMI NH. This motion was seconded by Nancy Hendricks and will overspend the staff development/training line item by \$720. Motion carried 4-0-0.

Motion: Helen Palmieri motioned to approve \$195 to professional development with Kaleidoscope Handcrafted Decor and Jewelry. Nancy Hendricks seconded motion. Motion carried 4-0-0.

Non-public:

Motion: Motion to move into non-public under RSA 91-A:3,II (a) made by Helen Palmieri and seconded by Nancy Hendricks. motion carried 4-0-0 at 8:19 pm. Board moved to another room for non-public session.

Motion: Motion to return to public session was made by Nancy Hendricks and was seconded by Helen Palmieri. Motion carried 4-0-0.

Motion: Motion was made by Nancy Hendricks and seconded by Helen Palmieri to seal the non-public minutes for five years. Motion carried 4-0-0.

Motion: Motion to adjourn meeting was made by Nancy Hendricks and seconded by Liz Thomas. Motion carried 4-0-0. Meeting adjourned at 8:39 pm.

Next meetings: Tuesday 3/17/26 at 7 pm and Thursday 4/2/26 at 7 pm at the Moosehill Counsel Chambers, Town Hall

DRAFT Meeting Minutes provided by Beth Marrocco, Secretary