

Sandown Public Library

Board of Trustees Meeting

Minutes: March 12, 2026 at 6:30 p.m.

Call to Order 6:30 p.m.

Attendance (P: Present, A: Absent)

- ☐ (P) Chair Elaine Aubin
- ☐ (P) Vice Chair Marc Zucker
- ☐ (P) Secretary Melissa Tiney
- ☐ (A) Treasurer Barbara Lachance
- ☐ (P) At-Large Robert Menard
- ☐ (P) Alternate Nell Keif
- ☐ (P) Director Brittney Bergholm
- ☐ (A) Selectman Liaison Benjamin Sharpe

Members of the public: Nicole Barta and Sue Dupouy

Motion to appoint Nell Keif as a voting member by Trustee Zucker, seconded by Trustee Menard and unanimously approved.

Pledge of Allegiance

Public Comment

Saturday, March 14, 2026 from 1-2:30 will be a celebration of long-time president of the Friends of the Library Sue Dupouy

Correspondence

- A patron submitted a compliment for Tobey for helping with the library computer.
- Cathy sent a thank you card to Director Bergholm and the board of trustees

Approval of Minutes

- Date of Minutes: February 12, 2026.
- There being no corrections to the minutes, the minutes stand approved.

Finance Report

- P&L Budget vs. Actual Spreadsheet: Town elections again resulted in a default budget. Director Bergholm will reach out to the town regarding how they are handling raises. Decision needs to be made regarding staff raises at the next trustee meeting.
- Densen Fund-Edward Jones: no new updates

Director's Report

- Building: leaky sink in staff bathroom has been fixed
- Legislation: HB 1214 voted Inexpedient to Legislate (ITL), no date yet on House Consent Calendar. National H.R. 7661 is a National Book Ban proposal.
- NHLTA Conference: May 27, 2026 at the DoubleTree in Manchester. Registration is now open and there is a promising schedule of presentations.
- Programming Updates:
 - Friends of the Library meeting April 1 at 6:30
 - March 21 from 1:30-2:30 p.m. Irish music concert
 - March 21 from 11-1 p.m. Town Meet and Greet. Representatives from the Sandown Library and Friends of the Library will be in attendance.
 - April 2 4-5:30 p.m. ATOM Group cybersecurity training (non-profit grant funded group and this program is no cost to the library or patrons). Director Bergholm will reach out to town groups and departments to advertise this program.
 - Library team is working on including all town outreach in program count. Nominated alternate Trustee Nicole Barta offered to assist the Director in creating graphs to highlight the data.
- Auditors at the library in February 2026
- Annual state report: NH Public Library Survey is due April 30, 2026
- One on one meetings with staff regarding performance, professional development, and goals for the upcoming year

Old Business

- Trustee by-laws: continued edits to the document. Trustee Menard will update policy. Trustees plan to vote on by-laws at next meeting
- Investment policy: Trustee Lachance has been working on this policy.
- PTO policy: This is part of the personnel policy. Director Bergholm plans to present a policy to the Board of Trustees at the next meeting.

New Business

- Trustees Aubin and Zucker were elected to another 3-year term.
- Board of Trustees officer elections: discussed and no changes made to current officer elections.
- Trustee Aubin will submit nominations to the town select board for Nell Keif and Nicole Barta for appointment as alternate library trustees.

Adjournment: 7:35 p.m.

Next scheduled meeting: April 9, 2026 at 6:30 p.m.

Respectfully Submitted,

Melissa Tiney, Secretary