

**Sandown Public Library**

**Board of Trustees Meeting**

**Minutes: December 31, 2025 at 10:30 a.m.**

**Call to Order 10:30 a.m.**

**Attendance (P: Present, A: Absent)**

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

**Nonpublic discussion under RSA 91-A:3, II**

- Motion made by Trustee Tiney to move to nonpublic discussion at 10:31 a.m. pursuant to RSA 91-A:3, II for employee matters. Motion seconded by Trustee Aubin. Motion unanimously approved by roll call vote.
- Public discussion resumed at 10:36 a.m.
- Motion made by Trustee Tiney to seal nonpublic discussion minutes. Motion seconded by Trustee Aubin, unanimously approved by roll call vote.

**Old Business**

- Motion to approve the Confidentiality of Library Records Policy made by Trustee Zucker, seconded by Trustee Aubin and unanimously approved.
- Motion to approve the Request for Minor Records form as amended to insert the wording from the Confidentiality of Library Records Policy made by Trustee Aubin, seconded by Trustee Zucker and unanimously approved.

**New Business**

- Motion to encumber the funds in the amount of \$1843.00 to contract with McCarthy for carpet cleaning made by Trustee Zucker, seconded by Trustee Aubin and unanimously approved.
- Motion to approve the expenditure of \$2700.00 for Let's Play Music and Make Art sessions for 2026 made by Trustee Aubin, seconded by Trustee Zucker.
  - Trustee Aubin- aye

- Trustee Zucker- aye
- Trustee Tiney- no
- Motion to approve the pre-payment to Hoopla Digital Services in the amount of \$6000.00 made by Trustee Tiney, seconded by Trustee Zucker and unanimously approved.
- Motion to accrue payroll and encumber retirement funds out of 2025 funds in the amount not to exceed \$9000.00 made by Trustee Tiney, seconded by Trustee Zucker and unanimously approved.

**Adjournment: 11:40 a.m.**

**Next scheduled meeting: January 8, 2026 at 6:30 p.m.**

Respectfully Submitted,

Melissa Tiney, Secretary