



• 36 POST ROAD GREENLAND NH 03840 • 603-436-8548 •

**Trustees' Meeting Minutes
Thursday October 2, 2025
Weeks Public Library Conference Room**

Present: Chair Kari Bivona; Trustees Eileen Bischoff, Libby Ellwood, Jane Man, Chris Peters; Alternate Trustees Mimi Boxwell, Evan Tracz; Library Director Adam Shlager; Selectboard Liaison Stephan Toth; GHS Representative Karen Mason.

The meeting was called to order at 6:31 p.m.

Karen Mason from The Greenland Historical Society presented a recap of what the GHS has done during the past year and thanked the staff of the library for their assistance. The GHS has a copy of a historical map of Greenland which they will have framed. The Trustees agreed to accept the framed map to be displayed in the library. The GHS will also arrange for a display in the case on the main floor.

1. Approve Minutes –

Adam Shlager noted a misspelling of Eileen Bischoff's name which was corrected. A motion was made by Kari Bivona and seconded by Jane Man to approve the corrected minutes of the September 4, 2025 meeting. A voice vote was taken; motion carried.

2. Director's Report –

Adam Shlager presented the Director's Report. Items of note included:

- The proposed 2026 budget has been submitted to the Budget Committee. Increases in water, utilities and healthcare were discussed.
- A warrant article has been submitted to establish a Library Building Repairs and Maintenance Capitol Reserve Fund.
- The repairs to the living room right roof gable have been completed. Adam noted the total repair came to \$5406.66. He requested authorization to submit the bill to the Trustees of the Trust Fund for payment via the Library Emergency Repair Trust Fund.

For Tax Purposes: Donations made to the Weeks Public Library, an Instrumentality of the Town of Greenland, are tax deductible under the Internal Revenue Code, Section 170(c)(1). Tax ID#: 02-0345176
This letter attests that no goods or services were received by the donor in exchange for their donation.

- A motion was made by Mimi Boxwell, seconded by Libby Elwood for Adam to submit the invoice to the Trustees of the Trust fund for payment. A voice vote was taken. All in favor; motion passed.
- A maintenance log of systems, vendors, repairs, bids, etc. is being developed.
- An update on the Seacoast Koha coop was presented.
- Circulation statistics were reviewed.

3. Old Business –

- a. Strategic Plan – There was no further update this month.
- b. Budget – The budget was reviewed under the Director’s report.
- c. Landscaping – A bid has been accepted to replace the shrubs along the front sidewalk with 6X6 granite posts. Timing will be advised.

4. New Business –

- a. GHS Karen Mason – Karen Mason presented at the start of the meeting.
- b. Donation Mooers Estate – A motion was made by Eileen Bischoff and seconded by Kari Bivona to accept the donation in the amount of \$10,000 from the Margaret Mooers Estate. A voice vote was taken; all in favor, motion carried. Ideas for a memorial plaque at the front desk area were discussed to commemorate the longtime service of Margaret to the library. The Trustees thank her for her generous gift.
- c. Regional Gathering of Trustees – A regional gathering will be held Saturday, October 25th at the Barrington Public Library. Trustees are encouraged to attend if possible.
- d. FRIENDS Update – Adam advised that Tavus Tracz is interested in and willing to work with the Friends to develop future events. The need for new members was also discussed.
- e. Selectboard Liaison Update – Stephan Toth updated the Trustees on selectboard business including the recently announced town restructuring, the ongoing budgeting process, and the ongoing development of a Communications Committee.
- f. Trustees of the Trust Fund – The check from the Trust Fund has been received,
- g. Trustee Calendar Review – Policy reviews are current.

5. Next Meeting and Adjournment –

The next monthly meeting of the Trustees will be held Thursday, November 6, 2025 at 6:30 p.m. in the Weeks Public Library Conference Room. A motion was made by Kari Bivona and seconded by Eileen Bischoff to adjourn the October 2, 2025 meeting. A voice vote was taken; all in favor, motion carried.

The October 2, 2025 meeting was adjourned at 7:54 p.m.

Respectfully submitted,

Eileen M. Bischoff, Secretary

For Tax Purposes: Donations made to the Weeks Public Library, an Instrumentality of the Town of Greenland, are tax deductible under the Internal Revenue Code, Section 170(c)(1). Tax ID#: 02-0345176
This letter attests that no goods or services were received by the donor in exchange for their donation.