

Nashua Public Library Board of Trustees

June 4, 2025

7:00 PM

MINUTES

A meeting of the Nashua Public Library Board of Trustees was held Wednesday, June 4, 2025, scheduled at 7:00 PM at the Nashua Public Library, 2 Court Street, Nashua, NH, 03060

1. Call to Order

Chairman Laflamme called the meeting to order at 7:00 PM

2. Attendance

Present: Linda Laflamme, Scott Jaquith, Padmaja Kunapareddy, Manuel Espitia, David Pinsonneault, Kristin Kane, John Kennedy, Library Director Jennifer McCormack, Assistant Director Jenn Hosking

3. Public Comment

None

4. Approval of bills and trust fund requests

Motion by Mr. Jaquith, seconded by Mr. Kennedy, to approve payment of the May bills from the regular budget for \$23,535.46 and the fines budget for \$12.00.

Vote: Yes 6, No 0

Motion: PASSED

Motion by Mr. Pinsonneault, seconded by Mr. Espitia, to approve

- \$1,100.00 be expended from the Miscellaneous Donations Trust to fund a 90's cover band performance and classical musical concert in July 2025.
- \$2,000.00 be expended from the Bloomfield Trust to fund programming related to the 2025 Nashua Reads book theme.
- \$64,336.00 be expended from the Stearns Trust to fund costs associated with the NH downloadable books consortium, high-demand book purchases, Nashua Reads books, and eBook collection subscriptions.

Vote: Yes 6, No 0

Motion: PASSED

5. Approval of minutes from previous meeting

Motion by Ms. Kane, seconded by Mr. Jaquith, to approve the minutes of the April 30, 2025 special meeting and the May 6, 2025 regular meeting.

Vote: Yes 7, No 0

Motion: PASSED

6. Policy review and approval

Computer use policy: no changes recommended * Code of Conduct: see redlined version for recommended changes

Motion by Mr. Pinsonneault, seconded by Ms. Kunapareddy, to re-approve the computer use policy and to approve the revised code of conduct policy as presented.

Vote: Yes 7, No 0

Motion: PASSED

7. Tuition reimbursement requests

Motion by Mr. Pinsonneault, seconded by Mr. Kennedy, to approve the following tuition reimbursement requests

- up to \$1500 Kelly Kashian for two courses in fall 2025 towards a Masters of Library and Information Studies at the University of Alabama.
- up to \$1500 to Kylie Hargrove for one course in summer 2025 towards a Masters of Library and Information Studies at Simmons University
- up to \$1500 from remaining FY25 educational funds as of June 1, 2025 to Kylie Hargrove for courses completed in FY25 towards a Masters of Library and Information Studies at Simmons University

8. Discussion: performance contracting for HVAC repairs

Director McCormack briefed the Board on updates to the scope of the HVAC renovation project and what elements will be included.

9. Discussion of library participation in city-wide facilities department

Director McCormack shared a plan the City is developing for a city-wide facilities department, which will create efficiencies in cost and workflow and its impact on the library.

10. Space needs assessment update

Director McCormack shared preliminary design concepts for a building renovation drafted by DesignLab as part of the space needs assessment. The Board of Alderman also approved a \$1,000,000 bond for the next phase of the design process.

11. Other Business

Administrative Services Director Cummings would like to meet with the Board to discuss convening a joint infrastructure committee with library trustees and City aldermen as members to assist with capital projects.

Director McCormack, in conjunction with Human Resources, is reviewing the IT Coordinator position and its classification due to some changes in responsibility over the past year and its level of access to staff data.

Ms. Kane briefed the Board on progress made by the Trustee of Trust Funds Committee. Cambridge Trust has been awarded the contract to manage the City's trust funds and will transition to this role in the summer months.

12. Adjourn

Motion by Mr. Pinsonneault, seconded by Ms. Kunapareddy, to adjourn the meeting at 8:24 PM.

Vote: Yes 7, No 0

Motion: PASSED

Attest:

