

TRACY MEMORIAL LIBRARY POLICY AND PERSONNEL COMMITTEE  
MEETING MINUTES

Thursday, April 10th, 2025 at 6:00 p.m.

Tracy Memorial Library

304 Main Street, New London NH

Present: Trustees: Eula Kozma, Joanne Palmisano, Jen Cross, Patty Foose Bechok. Library Staff: Beth Condict and Richard Tutwiler.

Joanne called the meeting to order at 6:05 PM.

OLD BUSINESS

- The committee reviewed and approved the meeting minutes for the P&P committee for March 13, 2025. Motion to approve by Eula, Seconded by Jen.
- Richard summarized that the Strategic Plan outcome of Vision, Mission and Core Values statements, and the proposed implementation plan (3-5 and future) will be reviewed for a Vote of approval by the Board of Trustees on April 16<sup>th</sup>. Once approved, a summary for the community will be provided on the library website. Library management will continue to partner with ReThinking Libraries (RTL) for guidance.

NEW BUSINESS

- Richard, Director, provided an update on personnel. He has met individually with each employee to provide reassurance on their continued tenure with the library in the face of proposed state library funding cuts. Sarah Scheuch has started in the position of Circulation Services and Collections Development.
- Richard provided an update of financial efficiency decision to renew certain IT contracts for multi-year terms at a discounted rate, utilizing surplus budget and reducing these expenditures in future budgets.
- The Committee discussed the proposed update to the collections development policy provided by Richard at the last meeting. A motion to approve this updated policy was made by Jen and seconded by Patty. The P&P unanimously agreed to approve this policy for presentation to the Board of Trustees in May for their approval and inclusion in the policy manual.
- Candidates for the board of trustees' officer positions, committee membership and liaison roles with the Garden and Friends was discussed in preparation for the upcoming TML Board of Trustee elections at the meeting in April. Eula Kozma will assume the role of Chair, P&P with members Joanne, Jen and Patty remaining active on this committee.
- Richard presented a summary and clarification of New Hampshire House Bills 273 (parental access to all of their minor child's library records) and NH HB 666 (adding restitution payment for violations of confidentiality of library use records and adding library cards and membership status to the list of confidential matters). He will give a summary and clarification to the full Board on April 16<sup>th</sup>. Implications to TML policies should these bills pass were discussed. A plan will be developed to respond to the implementation of any new NH State requirements.

- A hand signed petition by patrons of the TML in support of continued funding for libraries threatened by the Executive Order to reduce the functions of the Institute of Museum and Library Services (IMLS) will be sent to representatives in Washington later this week.
- NHLTA Spring Conference on May 01 will be attended by Joanne Palmisano
- NHLTA Regional Gathering on May 12 will be attended by Richard, Joanne and Steve

#### ADJOURNMENT

- A motion to conclude the meeting was made by Jen, seconded by Eula. All were in favor. The meeting adjourned at 6:59 PM.

**Next Meeting:** The next meeting will be Thursday, May 8th at 6 PM.