

Hopkinton Town Library

Trustees Meeting
November 18, 2025

Attendees: Rose Jansen (Library Director), Sarah Chiappetta (Secretary), Sara Wheatley (Treasurer), Amy Stone (Chair), Katie Dillon (Corresponding Secretary), Lisa Parker (alternate)

The meeting was held in person at the library. Amy opened the meeting at 5:35 pm

SECRETARY'S REPORT

The minutes of the October 2025 meeting were reviewed.

Motion to accept September minutes: Amy / Second: Sara / Vote: Unanimous.

TREASURER'S REPORT

The trustees reviewed the report. Everything looked on track.

Motion to accept Treasurer's Report: Amy / Second: Katie / Vote: unanimous

DIRECTOR'S REPORT

There are some staff vacations coming up with the holiday season. We are lagging behind in spending because of the Baker and Taylor shut down. The computer usage is up this year. Children often come in and play games on the computers after school. Rose was able to obtain 6 larger computer monitors from government surplus for free.

Baker & Taylor canceled 300 orders from the library. Rose has ordered the books from Ingram instead, but they are behind in their orders. The staff is working on the new book processing procedures from the new companies.

Spooky Tooky was well attended with 751 people enjoying the festivities. Jenny hosted a special storytime with Lisette from Human Services about sharing. There will be a Wee Folks Bookshoppe during Starry Starry Weekend, and the library is taking donations of children's books. The library will provide the crafts during the waffles and warm hearts breakfast on 12/6.

The library got the ice melt for the winter, and Rose ordered a 10ft ladder so they can reach the attic safely.

See director's report attached

Privacy Policy: The Trustees reviewed the library's policy. The Trustees are changing the policy to be compliant with the new law RSA 201-D:11, II-a.

Motion to accept the new policy as of January 1, 2026: Sarah / Second: Sara / Vote: Unanimous.

Budget: Rose presented the budget, and she answered all questions that came up at the meeting. Rose said the presentation went well. The select board is now discussing the budget, and then it will move to the budget committee.

Window Blinds: Last month Sara and Katie helped to build new window inserts. The inserts are ready to be picked up, and Rose is going to ask Jenny to go pick them up in her pickup truck.

Donor Plaque: Katie is working with Advantage Signs and showed us a proof with all of the donor names. The Trustees discussed the font and organization of the names for the plaque.

Trustee changes: Sarah announced that she might not run for reelection. There was a discussion about who could run in 2026.

Amy adjourned the meeting at 7:07 pm. Respectfully submitted, Sarah Chiappetta, Meeting Secretary

NEXT MEETING: 5:30 pm on 1/20/26