

**Conway Public Library  
Trustee Meeting Minutes  
November 12th, 2025**

1.Meeting was called to order at 5:03 by James Cousins

Attendees: Trustees- Andrea Libby, James Cousins, Julie Laracy, Jeanne Wright  
Staff- Jeff Beavers, Tessa Narducci

2.Public Comment- None

3.Consideration of October Meeting Minutes- Motioned by James, 2nd by Andrea - passed 4-0-0

4. Acceptance of Unanticipated Revenue, October, 2025- \$129.00- Motioned by Jeanne, 2nd by Andrea- passed 4-0-0

5.Reports-

5.1 Treasurer- Andrea is still working with Nancy Cavalieri to determine our access to trust fund interest.

5.2 Director- Please see director's report  
James motioned to accept both reports, 2nd by Jeanne, passed 4-0-0

6.Library/Town Personnel Sick Leave- Jeff reported that the library's current policy regarding sick leave buy back does not match the town's policy. Jeff presented the changes in the Library Personnel Manuel -Appendex B to align the policy with that of the town. James made a motion to accept the changes, 2nd Andrea, passed 4-0-0.

James motioned to approve the presentation of the budget as printed, 2nd by Jeanne, passed 4-0-0

Jeff will present it to the Select Board on November 25th. Trustees are encouraged to attend with James and Jeanne indicating intent to support Jeff.

8. Policy Committee Update-

8-1 Confidentiality of Library Records

Due to the recent adoption of RSA 201-D:11 regarding confidentiality of Library Records, a change in CPL's policy is necessary for compliance. Jeff proposed a change in our current policy adding paragraph II-a to read: All library records related to a minor's current borrowing of printed library materials and audio-visual materials such as DVDs and CDs, shall be available to either parent or legal guardian of the minor when requested by either parent of legal guardian of the minor, or the parent or legal guardian of the minor whose address matches that on the library account or who is listed on the library account.

James motioned to accept this revision , 2nd Julie- passed 4-0-0

## 8-2 Exhibits and Displays

Jeff presented proposed changes to the current policy as printed on the meeting handout. After discussion, one change was suggested on the first line to read "Displays must conform to space restrictions of the assigned area. Hanging artwork must be securely affixed to the rail system provided by the library."

James motioned to accept the policy as amended, Julie 2nd, passed 4-0-0

## 9.

9.1 Park Project Update- Jeff reported there had been a positive "Kick Off meeting with Oak Point represented by Kerry Peiser and a colleague. Plans were reviewed and clarified where necessary. All seemed pleased with the interchange. The next meeting is scheduled for December 8 at 1PM via Zoom. Fundraising continues and the first request to NBRC for matching funds has been submitted.

9.2 Westside Walkway Discussion- Jeff made the Trustees aware that changes to the existing walkway from Main St to the Greenwood Ave entrance might be in order. No decision has been made at this time.

## 10. Building Subcommittee Update

10.1 There was no Barba Wheelock invoice

10.2 Knowles Invoice- Knowles has not submitted the change order request. James motioned to authorize the Building Subcommittee to close out the Facade Project payment per the terms of the contract, 2nd by Julie, passed 4-0-0

## 11. Board Member Issues- None presented

## 12. Non Public Session- None necessary

## 13. Meeting was adjourned at 7:02

Respectfully submitted by Jeanne Wright (for Cheryl Furtado)