

FINAL

**LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
Kilton Library Conference Room OR
Remote Via Virtual Platform**

LebanonNH.gov/Live

May 26, 2026

7:00 PM

MEMBERS PRESENT: Francis Oscadal (Chair); Ann Sharfstein (Secretary); Jeff Damren; Renee Dunn (Treasurer); Kim Rheinlander; Leonee Derr (alternate)

MEMBERS ABSENT: Emma Wunsch; Ellen Hubbell; Adam Ali (alternate)

STAFF PRESENT: Sean Fleming (Library Director); Amy Lappin (Library Deputy Director)

1. CALL TO ORDER – Chair Oscadal called the meeting to order at 7:00 PM

2. Open to the Public

None at this time.

3. Approval of Minutes

A. Approve the April 28, 2026, minutes

Mr. Damren MOVED to accept the meeting minutes of April 28, 2026, as amended. Seconded by Ms. Sharfstein.

AMENDMENTS:

Line 35: Change to “Fleming.”

**Vote on the MOTION passed (5-0-0).*

4. New Business

A. Approve the Treasurer's Report

Ms. Dunn presented the Treasurer's Report. The City budget is on target. The changes to the Trustee Funds, outside of routine expenditures, include a \$3,200 downpayment for the awning. She also saw some tree and garden work for \$2,300. As the Children's Room project continues to move forward, there will be additional charges seen.

Mr. Damren noted that the Lawn Mowing and Snow Plowing line is already 142% spent. Director Fleming noted that there will not be any additional charges to that line item.

Ms. Sharfstein MOVED to accept the Treasurer's Report as presented. Seconded by Ms. Rheinlander.

****Vote on the MOTION passed (5-0-0).***

5. Committee Reports

None at this time.

6. Other Business

A. Library Director's Report

Director Fleming stated the City Manager provided the financial outlook to the City Council at last week's Council meeting. Councilors voted unanimously to recommend a tax increase not higher than 3% associated with next year's budget. The Council would like a report from the City Manager to indicate what may need to be cut to get down to that level. The Library will likely be making some minor changes that will save some money from the draft budget, such as changes to staff development and travel, as has been discussed over the years. He noted that Chair Oscadal and Ms. Dunn will present the budget this year.

Ms. Dunn and Chair Oscadal stated that they would like to be involved in the meetings with Finance and the City Manager to review the budget this year, if possible.

Director Fleming stated that Deputy Director Lappin gave Seneca from Revo Casino a tour of the Library two Fridays ago. Seneca was very interested in the Children's Room, and also expressed interest in the community gardens, as some of his work over the years has been around food insecurity. Seneca then asked if the Library wants to partner again this year, which the Library agreed to. He noted that the Rotary will also be donating \$5,000 to the Library.

Director Fleming noted that former President of the Library Foundation, Al Michalovic, passed away. The Library received a \$1,000 donation in his memory.

Director Fleming explained that he spoke with someone involved with the heat pump project. Rather than RFPs, it seems that a change order to the existing project will be proposed. An independent engineer has been hired to confirm what is being stated about the wells being inadequate for the geothermal system. There is \$50,000 in the capital reserve which could be used for a supplemental boiler to take over for the geothermal, if required. Other options would be very expensive to pursue. He will continue to give updates on this as they come in.

B. Deputy Director's Report

Deputy Director Lappin explained that Summer Reading starts June 11th. This year's theme is Unearth the Story. The new IT Librarian will start on June 1st. She stated that there is a request to close the Library on Saturday, December 26th this year. The Trustees agreed that the Library could be closed on December 26th.

7. Future Agenda Items

Chair Oscadal stated that it is yet unclear when the negotiating sessions for the potential Library staff union organization will begin. The City is seeking for the four new bargaining units to agree to a contract for approximately 1.5 years. This would bring all eight bargaining units for the City up for renegotiation in 2028. As the money for 2026 is already fixed, negotiation for 2028 would likely begin sometime early in 2027.

Director Fleming explained that the security cameras are set up and ready to go.

8. Non-Public Session

None at this time.

9. Adjourn

Mr. Damren MOVED to adjourn at 7:31PM. Seconded by Ms. Sharfstein.

****Vote on the MOTION passed (5-0-0).***

Respectfully submitted,
Kristan Patenaude
Recording Secretary