

THORNTON PUBLIC LIBRARY

MINUTES - June 29th, 2026

Meeting was called to order at 3:30PM

Attendees:

Trustees: Marty Humphrey, Mary Beth King, Anita Ross

Library Director: Vivica Duffield

Alternates: Diane Gravel, Al Lewis

Attendee: Kevin McKenna, Friends of Thornton Public Library

Agenda was adopted.

Minutes from May 8 were approved.

Reports:

Financial: Financial reports from May were reviewed

Library Director:

1. Hannah reviewed the events planned for the summer which include the Squam Lakes Science Center and a talk by a master gardener.
2. There are forms available for creation of a community cookbook.
3. Volunteers are tending the library's garden this summer.
4. Some of the purchases needed will be put off until 2027.
5. Thus far, over 200 books have been weeded from the collection. There is a company that recycles the books to other libraries, they do not destroy them, that will be picking them up some time in August.
6. Letters went out to parents detailing missing books.
7. We have new bookshelves and now have plenty of light coming in from windows once covered by bookcases.
8. The lawn has been mowed once thus far.

School Liaison: Teachers are back the week of August 24 and school starts August 31.

Diane updated about The American Revolution site and is posting stories about Thornton's participation in the Revolution

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Friends: Kevin McKenna spoke for the Friends of the Library.

They are keeping the concept of a stand-alone Town Library in the thought process.

Marty mentioned having a "Foundation nonprofit" as an import player[?] when the time comes to raise money.

Kevin detailed the Town events the Friends will participate in over the summer - movie nights and National Night Out - as well as Trunk or Treat in Oct.

Old Business

1. The ceiling has finally been repaired/finished.
2. Marty and Hannah reported on the NHLTA conference.
3. Newsletter options are still being explored.

New Business

1. Vivica's retirement Vacation/PTO is 68 hours totalling \$1,634.72 without retirement or FICA.

MOTION: The Town Administrator is asked to process vacation/PTO for Vivica Duffield upon her retirement as of June 5, 2026 for an amount not to exceed \$1,750.

Moved by Marty Humphrey, Seconded by Anita Ross.

MOTION APPROVED.

2. Marty reviewed Internet and Phone options in comparison to Spectrum. Research to be continued.
3. A volunteer is addressing the hot water smell. The water test did not find any sulfates causing the problem. George Humphrey will be flushing out the hot water tank and installing a new anode tube.
4. The Facility/Maintenance supervisor at the school has been contacted about cleaning the rugs.
5. The school is having a "glazing" put on the windows to assist in heat retention. They will coordinate with the Director about a date.
6. BUDGET: Marty explained about the difference in the health insurance premium difference between the plan that Vivica was on and the plan that Hannah is on. The town pays 85% of *any* plan selected and we did not budget knowing this information. We have over a \$5,000 shortage to meet the insurance premium through 2026. We reviewed all budget items and created a "bare bones" budget to meet the unexpected expense. It is hoped that some financial relief may be available from the Town. Marty is requesting to be on their next agenda.

Meeting adjourned at 5:17pm

Respectfully Submitted.

Marty Humphrey, Chair
Anita Ross, Secretary

APPROVED:

July 13th, 2026