# Seabrook Library Board of Trustees
# Town of Seabrook, NH
# Minutes for Board of Trustees Special Meeting

October 24, 2025

In attendance: Chairman: Eric Small
Treasurer: Paul Kelley
Secretary: Laura Litcofsky
Library Director: Elizabeth Weilbacher
Susan Schatvet

1) Roll Call - The meeting was called to order at 4:00pm. All Trustees were present.
2) Director's Progress Report on Materials Challenge
    a) Review Committee Formation - The committee consists of Elizabeth, Susan, and Amanda, the Children's Librarian.
    b) Feedback from ALA (American Library Association) Freedom of Information Committee and NHLA Freedom of Information Committee - Elizabeth shared suggestions from the ALA representative.
3) Informing the Challenger of progress to date - Elizabeth and Susan will draft an email that will go out on Monday to inform her that the Board and Committee are working on her request. Elizabeth will cc the email to The Trustees.
4) Presentation of Committee's Report--Logistics
    a) Timing - Per our policy, a response needs to be given in 30 days which is on November 14, 2025.
    b) Method -
        - Elizabeth will send the committee's report to the Trustees on Nov 5th so they can review it before the special meeting on Nov 7. On the 7th, the committee will provide a letter to the Trustees for their review, approval, and signatures.
        - The letter will be available by Nov 14th. Elizabeth will email her and let her know that the letter is available for pick up or it can be mailed, depending on her preference.
5) Further Preparations:
    a) Seeking Legal counsel - ALA advised Elizabeth that Legal Counsel is not necessary at this point. The Trustees felt that they would like to consult with our lawyer.
    b) Designated press contact - Eric will be the contact.
    c) Narrative about all the good work we do: library as an engine for good in our community - We will hold off this pending its necessity.
    d) Library policy review and evaluation - To be addressed in a future meeting.
6) The meeting was adjourned at 4:58pm.

Respectfully submitted
Laura Litcofsky
Secretary, Board of Trustees