Seabrook Library Board of Trustees
Town of Seabrook, NH
Minutes for Board of Trustees Monthly Meeting

April 14, 2026

In attendance: Chairman: Eric Small
Treasurer: Paul Kelley
Secretary: Laura Litcofsky

1) Roll Call: The meeting was called to order at 3:37 pm. Roll call was taken and all Trustees were present.
2) Approval of prior meeting minutes: The minutes from March 17, 2026 were reviewed. Eric requested an amendment be made to indicate that the default budget was $577,069. The minutes were accepted with the amended item.

a) Director's Report: The Board read through the director's minutes but Elizabeth was covering the front desk so there was no discussion regarding the items in her report.
b) Financial Statement -
    i) The latest financial statement was reviewed.
    ii) Paul shared the latest earnings from the invested funds.

3) New Business

a) Interview and hiring logistics for Adult Services position - Eric reported that 2 candidates have been interviewed and there are another 4 scheduled later this week.
b) Ideas for 10-year and/or 5-year Capital Expenditure Plans - The Trustees have agreed to do a walk around the building and discuss possible items to add to this plan. This will be addressed at the next meeting.

4) Old Business

a) Still pending:
    i) Director's Contract - Elizabeth will be attending a library conference and participating in a workshop regarding salaries. This information will be shared and used to finalize her contract. Laura brought up the need to plan for a 6 month review.
    ii) Salary Matrix Revisions - Paul and Elizabeth will work on this.
    iii) Computer purchase options - Elizabeth will be doing some research and will share this information at a later meeting.

5) Next Meeting: Regular Monthly meeting will be on Thursday, May 14, 2026 at 3:30pm.
****Please note the change of day from Tuesday to Thursday.****

6) Adjourn: The meeting was adjourned at 4:14 pm.

Respectfully submitted
Laura Litcofsky
Secretary, Board of Trustees