

Board of Trustees Agenda

January 10, 2022

4:00 PM

Bradley Room

The Library Board of Trustees meeting will be a “hybrid” access meeting allowing for members and the public to access and participate in the meeting via in-person attendance at the Library OR via Cisco Webex through the login information below. If attending in person at the Library, please maintain social distancing at all times. Further, occupancy will be limited, first come, first serve. Please call 603-569-2428 or email librarydirector@wolfeboropubliclibrary.org if you have any questions or concerns about in-person attendance.

This meeting will be held remotely as well as in-person. The Public may observe and participate during public portions of the meeting remotely by joining the virtual meeting through Cisco Webex. CISCO WEBEX PROVIDES TWO (2) OPTIONS FOR ACCESSING THE VIRTUAL MEETING:

1. COMPUTER, TABLET OR SMARTPHONE: CLICK THE FOLLOWING LINK:
2. <https://wolfeboropubliclibrary.my.webex.com/wolfeboropubliclibrary.my/j.php?MTID=m187d4d9a50221d011d0002c2111285ea>
3. TELEPHONE (LANDLINE OR CELL)
 - a. CALL: **408-418-9388**
 - b. ACCESS CODE: **2634 468 8230**
 - c. MEETING PASSWORD: **fvApBMqH366 (38272674 from phones and video systems)**
 - d. Host PIN: 6845

VISIT THE LIBRARY WEBSITE AT: WOLFEBOROLIBRARY.ORG FOR MORE INFORMATION.

- 1) **Minutes of the December 13, 2021 Meeting**
- 2) **Treasurer’s Report**
- 3) **Librarian’s Report**
- 4) **Public Input (To be limited to 3 minutes per resident; not to exceed 15 minutes total)**
- 5) **Old Business**
 - a) Committee Reports - Updates
 - i) Sign
 - ii) Landscaping
 - iii) Finance
 - b) Moose Grant
 - c) 2022 Budget
 - d) Warrant Article
 - e) 2021 Capital Budget – Generator

- f) Meeting dates for 2022
- 6) **Other Old Business**
- 7) **New Business**
 - a) Landscaping Project
 - b) Discussion of allocation of a portion of Stedman funds to landscaping project
 - c) Open Library Trustee Seats
 - d) Strategic Planning
 - e) Inclement weather policy – See Attached
 - f) Letter from a Patron
- 8) **Donations**
- 9) **Other New Business**
- 10) **Non-Public**
- 11) **Upcoming Meetings/Events**
 - a) Regular Trustees Meeting – Monday, January 14, 2022, 4 pm
 - b) Budget Committee Meetings
 - i) January 12th BOS Bond Hearing-Pop Whalen only 6:30 PM Town Hall
 - ii) January 13th Budget Committee Public Hearing 6:15 PM Town Hall
 - iii) January 19th BOS regular meeting 6:30 PM (materials due 1/12)
 - iv) January 20th Warrant Article taping Great Hall 5PM
 - v) February 8th Deliberative Session 7 PM Kingswood Art Center
 - vi) March 8th Town Vote
 - c) Friends of the Library Meeting - February 24, 2022, Virtual
 - d) Library Foundation – January 18, 2022 at 10am

If there is any one with a disability needing any modifications and/or auxiliary aid to access the meeting, please notify Amanda King at 569-2428 at least 72 hours prior to the meeting.

Current

Inclement Weather Policy

The Wolfeboro Library is open for business unless there is a government declared state of emergency or unless you are advised otherwise by your supervisor. There may be times when we delay opening, and on rare occasions, we may have to close. Use common sense and your best judgement when travelling to work in inclement weather.

In the event that the Library's facilities are closed by the Library or the government, scheduled employees will be paid for the day. If the Library's facilities are open and you are delayed getting to work or cannot get to work at all because of inclement weather, the absence will be charged to leave time or unpaid time off. You should always use your own judgement about your safety in getting to work.

When severe weather develops or is anticipated to develop during the day and a decision is made by the Library to close before the regularly scheduled close of business, you will be compensated as if you had worked to the end of your regularly scheduled hours for that day. If you elect to leave prior to the time the Library closes, you may use leave time in an amount equal to the number of hours between the time you left and the time Library closed or you may choose to go unpaid.

Proposed

Inclement Weather Policy

Wolfeboro Library staff members should monitor the weather via television, internet, radio and cell phone what weather conditions are before venturing on the roads. Staff safety is a paramount concern to the Wolfeboro Library.

The Library Director shall close the Library:

- During a state of emergency at the direction of a governing official
- When the facility is not habitable.

The Library Director will close, delay or open the Library later when:

- Wolfeboro Town Hall is closed for inclement weather.
- Advised by the Town Manager, Board Chair or other official that a delay or closure for the day would be safer.

Staff who are scheduled to work on a day that becomes an inclement weather day will be paid normal wages even if sent home early. If the Library is open and a staff member is unable to come due to the weather they may choose to take leave or unpaid time off.