

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Finance Committee

Bradley Room

September 5, 2023

Present - Trustees: Brodie Deshaies (chair), Stephen Farley, Doug Johnson, Nancy Bell, Library Director: Alison Rutley, Library Administrative Assistant: Lori Pankowski

The meeting was called to order by Brodie Deshaies at 10:06 a.m.

Approve the Minutes of August 10, 2023

Brodie made a motion to approve the minutes of the meeting of August 10. The motion was seconded by Doug, and all voted in favor.

Finance Chair's Report

Brodie reported that he has been working on updating policies for NH Trust and M & T Bank.

Public Input (none).

New Business

2024 Budget Review

Alison presented the guidelines that had been presented to the library by the town. A discussion was held concerning the presentation from the town for budget comparison referencing various categories.

It has been suggested that current library policies need revamping and that this creates a need for legal expenses which will arise to make sure that policy updates are allowable. This will explain the request for this item.

A discussion was held on Outside Services with changes being suggested. A change to the IT position was suggested.

Brodie proposed that a line item for the cleaning of carpets be added. He noted the increase in the usage of the library with the increase of foot traffic and room utilization. Cleaning of the carpets will enable their continued use and extend their lifespan. Brodie suggested the amount of \$1 be placed in the account until determination of the necessary amount can be researched.

Alison will present a revised budget at the next Board of Trustees meeting, which is scheduled for Monday, September 11.

Discussion of the Employee Wage and Benefit Detail as presented by the town was held. This shows the proposed wage increase for 2024.

Other New Business

None at this time.

Next Meeting

The next meeting will be held on Thursday, October 5 at 4:00 p.m.

Upcoming Meetings

Wolfeboro Public Library Trustees - Monday, September 11, at 3:30 p.m.

Policy and Procedures Committee - Thursday, September 28 at 3:00 p.m.

Finance Committee Meeting - Thursday, October 5 at 4:00 p.m.

Human Resources Committee - Monday, October 23 at 2:30 p.m.

Adjourn

Brodie Deshaies made a motion to adjourn. Steve Farley seconded the motion. All voted in favor.

The meeting adjourned at 11:32 a.m.

Respectfully submitted,

Nancy Bell

Finance Committee Secretary

Note: Minutes are UNAPPROVED until voted on by the Finance Committee