

Wolfeboro Public Library
Policy and Procedures Committee Meeting
Tuesday, June 16, 2026
11am, Beaver Room

Members present: Sandra Whittier (chair), Alison Rutley, Library Director, Joyce Davis, Asst. Library Director, Linda Wilberton, Sharon Marigliano, Lori Pankowski, Business Manager.
Absent: Doug Smith, Nancy Bell.

The meeting was called to order at 11:10 am by Chair Whittier.

The minutes from April 21, 2026 were accepted on a motion by S. Marigliano, seconded by L. Wilberton, all voted in favor.

New Business

The Wolfeboro Public Library Heating/Cooling Center Policy was reviewed, and will be reviewed by the Attorney for the Town, then on to the Board of Trustees when completed. A motion by L. Wilberton, seconded by S. Marigliano to place this policy on the agenda for the next Board meeting. All voted in favor.

The Record Retention Requirements Policy was reviewed by the group, then to the Library Attorney for adherence to the NH RSAs. A motion was made by S. Marigliano, seconded by L. Wilberton to add this policy to the agenda of the next Board meeting. All voted in favor.

The Credit and Debit Card Policy was reviewed, it will be installed today for use.
No funds to be advanced by user/patron at the time of use. Alison will check with our current policy regarding possible return of lost book after 60 days and refund. A motion was made by S. Marigliano, seconded by L. Wilberton to accept this policy with changes made, all voted in favor.

No Old Business

No Public present

A motion to adjourn was made by L. Wilberton, seconded by S. Marigliano, all voted in favor and the meeting was adjourned at 11:50 am.

Respectfully Submitted
Sandra Whittier