

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Policy and Procedures Committee
O'Rourke Room
Tuesday, May 6, 2025

Present – Sandra Whittier (chair), Linda Wilberton, Nancy Bell, Sharon Marigliano, Library Director: Alison Rutley, Assistant Library Director: Joyce Davis, Administrative Assistant: Lori Pankowski]

The meeting was called to order by Sandra Whittier at 10:07 a.m.

Approval of the Minutes of March 4, 2025

Sharon Marigliano made a motion to accept the Policy & Procedures Meeting Committee minutes of March 4, 2025. Sandra Whittier seconded the motion. All voted in favor.

New Business

State of NH – Use of Artificial Intelligences (A1) Technologies Policy

Discussion centered on a policy provided to Alison by the NH Technology Library for the NH State Library. The handout was reviewed by the committee, and it was agreed that Alison will make appropriate policy changes relevant to the Wolfeboro Public Library. The policy with changes will be brought forward to the Board of Trustees for their approval.

Policy and Guidelines for Public Internet and Computer Use

The policy was reviewed by the committee. Minor changes were suggested. Linda Wilberton made a motion to adopt the policy with changes as presented. Sharon Marigliano seconded the motion. All voted in favor. The policy will be presented to the Board of Trustees for approval.

Wolfeboro Public Library Public Bulletin Board Policy

The policy was reviewed by the committee. A change was made to include the circulation desk as an additional space of display. Sharon Marigliano made a motion to accept the Bulletin Board Policy as amended. Linda Wilberton seconded the motion. All voted in favor and the policy will be presented to the Board of Trustees for approval.

Other New Business

Alison suggested that committee members review the addition of Library Advocacy and Policy Tabs on the Wolfeboro Public Library Website.

Old Business - none

Public Input (none).

Upcoming meetings/events

Regular Board of Trustees Meeting – Monday, May 12, 2025, at 3:30 p.m.

Finance Committee Meeting – June 2025 - TBD

Human Resources Committee Meeting – June 23, 2025 – 3:30 pm.

Policy & Procedures Committee Meeting – July 15, 2025 – 11:00 a.m.

Adjourn

Sharon Marigliano made a motion to adjourn. Linda Wilberton seconded the motion. All voted in favor.

The meeting was adjourned at 10:33 a.m.

Respectfully submitted,

Nancy Bell

Policy and Procedures Committee Secretary

Note: Minutes are UNAPPROVED until voted on by the Policy and Procedures Committee