

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Policy and Procedures Committee
Genealogy Room
July 27, 2023

Present - Trustees: Brodie Deshaies (chair), Doug Smith, Linda Wilberton, Nancy Bell, Alternate Trustees: Sandra Whittier, Sharon Marigliano, Library Director: Alison Rutley

The meeting was called to order by Brodie Deshaies at 3:04 PM.

Approval of the Minutes of June 29, 2023

Corrections submitted: Page 1 – Meeting Room Policy – first sentence pf to of, Page 2 Organization of Library Policies – spelling of Allison to Alison, also under upcoming meetings Library Welcome Reception – Allison to Aliuson. Sandy Whittier made a motion to accept the Policy & Procedures Meeting minutes of June 29, 2023, as corrected. Doug Smith seconded the motion. All voted in favor.

Public Input (none).

Old Business

Policy and Guidelines for the Internet

Alison has talked to local libraries concerning their internet policies. The committee reviewed three policies that had been acquired from different areas of New Hampshire.

A discussion was held regarding “Policies” versus “Guidelines”. Children’s use of the internet was also addressed. A review of the ALA filtering was also presented.

Doug made a motion to recommend the adoption of the North Hampton Public Library statement found in their Children Policy. The following statement would be added to the Wolfeboro Public Library Code of Conduct:

Parents should also be aware that the Library does not filter or block internet sites on public computers in accordance with The American Library Association’s recommendation. (“Internet Filtering: An Interpretation of the Library Bill of Rights”, American Library Association, July 13, 2015

**<https://www.ala.org/advocacy/intfreedom/librarybill/interpretations/internet-filtering>
Accessed July 2023**

The motion was seconded by Sharon Marigliano. All voted in favor.

Brodie made a motion to strike the First sentence under the current Rules for Usage of the Wolfeboro Public Library Policy and Guidelines for Public Internet and Computer Access. The motion was seconded by Doug Smith. All voted in favor.

Update on Organization of Library Policies

Alison spoke on this subject. It is recommended that three categories be used to work on the organization: Patrons, Staff, and General (or Draft) Policies. It is important to update policies changed by the trustees, but not addressed to specific policies. First priority will be to address changes made by the trustees. Nancy will review minutes to see if there are any changes that need to be implemented immediately that might have been overlooked.

For general organization, the Patron area will be addressed first. Patron policies should be incorporated to be placed on the website. The committee will plan to develop this major project in the fall after completion of the budget cycle.

New Business

An example for Appeals process for meeting room use was presented.

Other New Business

Nancy Bell asked questions about the DVD policy.

The next meeting will be August 24 at 3:00 p.m.

Upcoming meetings/events

Finance Committee Meeting – Thursday, August 10, 2023, at 4:00 p.m.

Wolfeboro Public Library Open House, Saturday August 12, 2023, 10:00 a.m. to 2:00 p.m.

Wolfeboro Public Library Trustees - Monday, August 14, 2023, at 3:30 p.m.

Policy and Procedures Committee – Thursday, August 24 at 3:00 p.m.

Human Resources Committee – Monday, August 28 at 2:30 p.m.

Adjourn

Doug Smith made a motion to adjourn. Linda Wilberton seconded the motion. All voted in favor.

The meeting adjourned at 4:09 PM.

Respectfully submitted,

Nancy Bell

Policy and Procedures Committee Secretary

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