

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Bradley Room

Monday, April 14, 2025

Present - Trustees: Doug Smith (Chair), Sharon Marigliano, (Treasurer) Nancy Bell (Secretary), Alternate Trustees: Sandra Whittier, Diane Bolduc, Library Director: Alison Rutley, Representative to Board of Selectmen – Linda Murray. Linda Wilberton Vice Chair), and Steve Farley were absent. The meeting was called to order by Doug Smith at 3:35 p.m. Nancy Hirshberg attended as a guest speaker for the Renewable Energy Certificates.

Sandy Whittier and Diane Bolduc were asked to participate as voting members today.

Non-Public Session – not necessary

Approval of the Minutes of March 10, 2025

Corrections made on page 1 under Treasurer's Report (eliminate "should be"), Page 2 Kingswood Youth Center (Change Nancy to Linda) and typos under Policies and Procedures. The motion was made to accept the Minutes as corrected by Diane Bolduc and seconded by Nancy Bell. All who were present at the March 10 meeting voted in favor.

New Business

Renewable Energy Certificates presented by Nancy Hirshberg.

The renewable energy certificate program was explained to the trustees. The agreement is ready to be signed. A discussion was held concerning receipt of the funds on a yearly basis. Questions were raised that Nancy will look into and report back to the library. If determined that the trustees will accept the certificates, checks will be sent to the library. Fund usage will be decided at a later date.

Federal Funding Status – Institute for Museum and Library Services.

A discussion was held on how to reinstate monies that may be deleted from the State Library budget that will affect the Inter Library Loan and Libby programs. Alison has drafted a letter to our state Congressional Leaders to request their support of the New Hampshire State Library in order to overturn a recent Executive Order which would directly affect library programs at the Wolfeboro Public Library. This letter will be signed by all Trustees.

Non-Union Wage Adjustments

Alison discussed the plan of the town to increase the wages of non-union employees throughout the town by 5%. This was accomplished by the elimination of General Fund positions which are currently vacant. Some of the positions will be filled at a later date, but the savings achieved will allow for wage adjustments for part time employees.

Atrium Training This 3-hour training class will be held to facilitate staff and allow them better knowledge and more useful information with the program. It will assist the staff in updating the

catalog more accurately and aid in the location of books in the library. The Library will be closed when this class is being presented. The closure is expected to run from 9:00 a.m. to 12:00 p.m. although a date has not yet been chosen.

Sharon Marigliano made a motion to close the library for this training second for 3 hours as decided by Alison in May or early June. Diane Bolduc seconded the motion. All voted in favor.

Mitchell Municipal Group – N. Butterfield

Our present attorney has left her former agency and a decision will need to be made as to whether to continue with the present attorney or to accept the recommendation for a new attorney. Doug Smith will work with Alison Rutley on this change.

Treasurer's Report

Alison and Sharon will be meeting with Paul Provost from NH Trust to review current library accounts. Current expenditures are on track with the budgeted amounts, but cuts will need to be made in order to come in line with budgetary restraints due to the fall back anticipated by budget cuts necessitated by reversion to the default budget.

Librarian's Report

Overdrive Magazines are up 85% over 2024

Overdrive Audiobooks up 8%

Hoopla has risen 34%

Patron assistance is up 62%

Meeting Room Usage up 14%.

Programs: Adult Attendance – up 14%

Public Computer Usage – up 19%

Good Corner Landscaping.

The Library and Town have jointly signed a contract with Goose Croner Landscaping. We are now ready to move forward. David Whitcomb is the owner, and he will schedule a walk-through at the end of April. The WPL Library Foundation has issued and delivered the first check to Goose Corner for the purchasing of plantings and initial materials needed. A sign will be placed by the foundation indicating that the project was generously donated by them. This will serve as a reminder to the public that this project is not using taxpayer funds.

WPF Website

The process of updating the website and transitioning to a new webserver is underway. This will include reorganization of the site and addition of a tab to distribute information on federal and state legislation affecting libraries. Library Policies and instructions on specialized collections, such as Mango and digital collections will also be included.

Solar Updates

The Library solar contract is under legal review. There was a kick-off meeting last week. Logistics of the installation of the solar panels and informational display was discussed. The Inverters will

be stored outside and covered by a shed. Solar installation will be coordinated with Goose Corner to prevent overlap of work. Alison will work the Town on coordinating storage in the back parking lot as they finish sections of the Public Safety project.

Basement Update

Jim Pineo, Steve Randall and Alison reviewed the water problem in the basement. DPW staff temporarily installed a new pipe to remove the sump pump and condensation overflow. DPW will also be replacing the sump pump. The original pipe was either buried or crushed by equipment at the public safety building construction site. A more permanent solution is planned which will run a pipe to the stormwater drain in front of the building.

Barry Muccio is also working with EEI who installed the generator. They will need to dig up the conduits that are leaking and reseal the generator lines leading into the building.

Old Business

Alison passed out the Calendar for Subcommittee Meetings for 2025.

Friends of the Wolfeboro Public Library

Sharon reported that the budget of the friends is substantial at this point as they plan for the upcoming Book and Author Luncheon on June 6. We are pleased that the Friends will donate monies for the purchase of a new book return, as the present return is moving around on its base! They have also donated for the summer program for youth run by Youth Services Librarian Jennifer MacLeod. An upcoming Booksale on June 28 will be held.

Grants and Donations

Diane Bolduc made a motion to accept \$806.36 in donations. Shannon Marigliano seconded the motion. All voted in favor.

Public Input - not needed

Upcoming Meeting/Events

Human Resources Committee - Monday, April 28 at 3:30 p.m.

Policy and Procedures Committee - Tuesday, May 6 at 11:00 a.m.

Board of Trustees Meeting - Monday, May 12, at 3:30 p.m.

Finance Committee - June TBD

Doug Smtih made a motion to adjourn the meeting. The motion was seconded by Diane Bolduc. All voted in favor and the meeting adjourned at 5:01 p.m.

Respectfully submitted,
Nancy Bell, Trustee Secretary

Note: Minutes are UNAPPROVED until voted on by the Board of Trustees