

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Bradley Room

April 22, 2024

Present - Trustees: Doug Smith (Chair), Linda Wilberton (Vice Chair), Brodie Deshaies (Treasurer), Steve Farley, Nancy Bell (Secretary), Alternate Trustees: Sharon Marigliano, Sandra Whittier, Diane Bolduc, Library Director: Alison Rutley, Representative to Board of Selectmen – Linda Murray. The meeting was called to order by Doug Smith at 3:38 p.m.

Non-Public Session

A motion was made to enter Nonpublic Session by Brodie Deshaies. Doug Smith seconded the motion.

Specific Statutory Reason cited as RSA 91-A:3, II (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Roll call vote to enter nonpublic session:

Doug Smith	Y
Linda Wilberton	Y
Brodie Deshaies	Y
Steve Farley	Y
Nancy Bell	Y

Entered nonpublic session at 3:39 p.m.

Public session reconvened at 5:15 p.m.

Linda Wilberton made a motion to seal the minutes. Brodie Deshaies seconded the motion.

Roll call vote to seal the minutes:	Doug Smith	Yes
	Linda Wilberton	Yes
	Brodie Deshaies	Yes
	Steve Farley	Yes
	Nancy Bell	Yes

The motion passed.

Brodie Deshaies made a motion to amend the Meeting Agenda to include only the following areas:

Under New Business

Board of Trustees – Reorganization

2024 Default Budget

Circulation Personnel

Human Resource Committee – Job Descriptions

Grant and Donations

The amendment was suggested because of the length of the meeting to this point. The motion was seconded by Doug Smith, and all voted in favor.

New Business

Board of Trustees Reorganization

Brodie Deshaies made a motion to appoint Doug Smith as Chair of the Board of Trustees for the next term. The motion was seconded by Steve Farley. All voted in favor.

Brodie Deshaies made a motion to appoint Linda Wilberton as Vice Chair of the Board of Trustees for the next term. The motion was seconded by Steve Farley. All voted in favor.

Brodie Deshaies made a motion to appoint Nancy Bell as Secretary of the Board of Trustees for the next term. Steve Farley seconded the motion, and all voted in favor.

Steve Farley made a motion to appoint Brodie Deshaies as Treasurer of the Board of Trustees for the next term. Doug Smith seconded the motion. All voted in favor.

At this point of the meeting, Steve Farley departed, and Sharon Marigliano was appointed as a voting member.

2024 Default Budget

A discussion was held regarding the budget that was presented to the library today. This is not a finalized budget, but a working document which will in all probability be very close to the final figures and the library portion of the budget is considered to be accurate. The figures shown are \$4,000 below expectation but are higher than last year's budget. Alison will have to adjust the figures to correct areas of change.

Circulation Personnel

Due to recently received resignations there will be two positions open at the library. The existing open positions which are due to resignations will be filled. Both positions are part time and may require a change in the hours of operation of the library, which will be decided, if necessary, at a later date.

At this point Sandy Whittier left the meeting.

Human Resource Committee: Job Descriptions

Diane Bolduc presented the Job Description updates developed by the Human Resource Committee for the positions of Library Assistant – Circulation and Library Assistant – Technical Services. It was noted that the Circulation descriptions pertain to multiple positions. Nancy Bell made a motion to accept the job descriptions as submitted. Brodie Deshaies seconded the motion. All voted in favor.

Grants and Donations

Brodie Deshaies made a motion to accept \$37.80 in donations. Sharon Marigliano seconded the motion. All voted in favor.

Upcoming Meeting/Events

Regular Trustees Meeting – Monday, May 13 at 3:30 p.m.

Policy and Procedures Committee Meeting – Thursday, July 25 at 3:00 p.m.

Brodie Deshaies made a motion to adjourn the meeting at 5:43 p.m. The motion was seconded by Sharon Marigliano. All voted in favor and the motion passed.

Respectfully submitted,
Nancy Bell, Trustee Secretary

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