

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Bradley Room
Monday, December 8, 2025

Present - Trustees: Doug Smith (Chair), Linda Wilberton {Vice Chair}, Sharon Marigliano, (Treasurer) Nancy Bell (Secretary), Stephen Farley, Alternate Trustees: 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 3:32 p.m.

Non-Public Session

A motion was made to enter the Nonpublic Session by Doug Smith. Linda Wilberton 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. Also, RSA 91-A:3, II(b) The hiring of any person as a public employee.

Roll call vote to enter nonpublic session:

Doug Smith	Y	Steven Farley	Y	Nancy Bell	Y
Sharon Marigliano	Y	Linda Wilberton	Y		

Entered nonpublic session at 3:35 p.m.

A motion was made to leave nonpublic session by Sharon Marigliano. The motion was seconded by Linda Wilberton. All voted in favor. The Public Session resumed at 3:42 p.m.

A motion was made to seal the minutes by Doug Smith, seconded by Linda Wilberton, because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board.

Roll Call Vote to seal minutes:

Doug Smith	Yes
Linda Wilberton	Yes
Sharon Marigliano	Yes
Stephen Farley	Yes
Nancy Bell	Yes

The motion passed.

Approve the Minutes of November 10, 2025

Corrections include: Page 1, under CIP – last sentence – It is Alison’s recommendation
Page 2 – Policy and Procedures Committee – Line 3 – typo should read eligibility

Linda Wilberton recommends approval of the minutes of December 8 as amended. Sharon Marigliano seconded the motion. All voted in favor.

Treasurer’s Report

Alison sent an email to Paul Provost as to the next steps in updating the investment policies. This is being done by Paul Provost at NH Trust.

Sharon Margilano reported that the Statement of Assets and Liabilities report looks good. Changes to the Schroth Fund will be helpful.

Librarian’s Report

Hoopla is up 31% over November 2025.

Overdrive Audiobooks up 14%

Overdrive Magazines are up 30%

New Patron Cards – up 21%

Incoming Calls – Up 14%

Number of Adult Programs – up 33%

London Summers

London Summers started his position as Circulation Manager and Tech Specialist on December 1st. London has been working with staff members to assume managerial circulation duties. London has also been reviewing all our library software packages in order to make future recommendations for upgrades and training. The staff is extremely happy to welcome London to the Wolfeboro Public Library.

Town Employee Health Care committee

Alison and Lori Pankowski are serving on the Employee Health Care Committee during 2025. With the continued rising costs of health care, the committee will again start meeting this month to continue town health insurance discussions. They will begin this second session of meetings on December 18, where discussion of the new objectives for the group will take place.

Book Distributor

Our current book distributor, Baker & Taylor, is winding down operations and closing in early 2026 due to financial issues, including a failed acquisition and impacts from a 2022 ransomware attack. This closure is causing significant disruption for public libraries nationwide. We are in the midst of interviewing new distributors. We are currently ordering all our books through our

Amazon business Account. This transition has taken up a substantial amount of staff time and hopefully we will have settled on a new distributor by early 2026.

Old Business – none

New Business

Library Operating Funds- 2026

Alison has had discussions with Samantha Kelly – the new Town Finance Director. The library will receive a portion of the operating fund in order to meet the needs for the first 3 months of the year. This will make it possible for the library to not have to make changes later in the budget year and so that the library doesn't end up owing the town money later.

Budget Presentation – December 16, 2025 - 6:00 p.m.

There has been a change made for the presentation scheduled earlier. Alison will verify the date and notify the trustees as to the exact date and location.

Warrant Articles - 2026

Work on the island in the parking lot has been removed, and a new plan will be studied. Warrant articles for the Library have been removed for 2026.

J. Davis – Leave Time

Sharon Marigliano made a motion to allow J Davis to carry over accrued remaining leave time. The motion was seconded by Linda Wilberton. All voted in favor.

Other New Business

Linda Wilberton met with an interested member of the public who would be interested in being a member of the board of trustees.

Grants and Donations

Linda Wilberton made a motion to accept \$40 in Donations. Doug Smith seconded the motion. All voted in favor.

Public Input – not needed

Upcoming Meeting/Events

Board of Trustees Meeting – Monday, January 12 at 3:30 p.m.

Finance Committee –

Human Resources Committee – .

Policy and Procedures Committee –

Facilities – TBD

Landscaping - TBD

Sharon Margiliano made a motion to adjourn the meeting. The motion was seconded by Steve Farley. All voted in favor and the meeting adjourned at 4:21 p.m.

Respectfully submitted,
Nancy Bell, Trustee Secretary

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