

Wolfeboro Public Library Board of Trustees

Monday, June 8, 2026

Bradley Room

Members present: Doug Smith (chair), Linda Wilberton (vice-chair), Steve Farley, Alison Rutley (library director), Sandra Whittier, alternate, Diane Bolduc, alternate, Linda Murray, liaison to Select Board. Absent: Nancy Bell, Sharon Marigliano.

The meeting was called to order by Chair Smith at 3:34 pm.
Diane Bolduc was selected to vote to complete the necessary quorum.

The minutes of 5/11/26 were reviewed. Motion by L. Wilberton, seconded by D. Smith to accept the minutes, all voted in favor.

Non-public session not necessary.

Treasurer's Report

Treasurer's report read by Director Rutley

Assets and Liabilities: Funds are up by about 13% over last year, unrealized gains are up almost 20%.

Budget vs. actual: overall expenses are 40% of budget which is right on track. Note under income there is the Stedman Fund final donation and the grant for \$20,000 which helps push the income about 21% over budgeted.

Librarian's Report

HOOPLA.	May 2025.	732.	Up 20%
	May 2026.	877	

PROGRAMS: Adult

Number of programs	May 2025.	30.	Up 53%
	May 2026.	46	
Attendance.	May 2025.	218.	Up 218%
	May 2026.	694	

PROGRAMS: Children

Number of programs.	May 2025.	8.	Up 38%
	May 2026	11	
Attendance.	May 2025.	135.	Up 75%
	May 2026.	236	

OVERDRIVE:

Audiobooks.	May 2025	697.	Up 11%
	May 2026.	777	
Magazines.	May 2025.	295.	Up 9%
	May 2026.	321	

Island- Steve Randall had Santec (town road engineers) test out the drainage in the parking lot island. They have come up with a plan in which DPW will be heading up the drainage upgrade. Steve and I will be meeting soon to review the proposed plan.

Policy- Chief Zotti and I are developing a Heating/Cooling Center Operations Policy to attach to the Town Emergency Operations Plan. I will be bringing the draft to the Policy and Procedures Committee meeting scheduled for June 16th.

NHLTA - Members of the Board and I attended the NHLTA conference in Manchester. I attended sessions on grant writing and AI courses. I feel confident that the Wolfeboro Public Library is successful in implementing and designing technological advancements and is competitive in using these applications. It is always a professional shot in the arm to conferences and library programs.

Friends- The Friends of the WPL hosted Mel Allen and Michael Caduto at the authors luncheon this past Friday. As always, the luncheon and venue at Bald Peak is a wonderful opportunity to connect with library supporters while enjoying an awesome view. It was very successful, and the initial feedback is that it is a lucrative event for the Friends.

Reminder- I would remind the Board that the library will be closed June 19-20 for carpet cleaning of the whole building.

Public Hearing Notice

The Wolfeboro Board of Library Trustees will conduct three public hearings on Monday July 13, 2026 beginning at 3:30pm in the Bradley Room of the Wolfeboro Public Library, 259 South Main St, Wolfeboro NH 03894 in accordance with RSA 202-A: 4-c, III for unanticipated moneys in the amount of \$5,000 or more. The hearings are as follows:

1. To consider a grant on the amount of \$19,857.53 from the Wolfeboro Public Library Foundation to sponsor a community survey administered by the University of New Hampshire Survey Center.
2. To consider a grant from the Wolfeboro Public Library Foundation in the amount of \$5,000 to expand the large print collection for 2026.
3. To consider a grant from the Wolfeboro Public Library Foundation in the amount of \$5080.53 for landscaping expenses.

A press release for the newspaper will be published to announce the community survey to be sent out after July 4, 2026.

New Business

Alternate Trustees need to apply to Chairman Smith by July 6, 2026. A posting at the library and Town Hall will describe the process for consideration of appointment.

Staff Organization

A schematic was presented by Director Rutley describing our current Organizational Chart with hours and levels of supervision and specific roles of staff. Changes upcoming were described with retirement and shifting of hours which will create a need for a 20 hour position.

Position Descriptions

Position descriptions for: Library Director, Business Manager, Assistant Library Director, Youth Services Librarian, IT Coordinator, Circulation Desk Manager/ Technology Support Coordinator, Library Assistant-Circulation, Library Clerk, and Library Assistant-Technical Services were presented to the Board.

Old Business- none

Grants and Donations

A motion by S. Farley, seconded by D. Smith was made to accept \$3650.00 in grants and \$19.85 in donations, all voted in favor.

A motion by S. Farley, seconded by L. Wilberton to adjourn at 4:17pm. All voted in favor.

Respectfully Submitted,
Sandra Whittier