

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Bradley Room

Monday, November 10, 2025

Present - Trustees: Linda Wilberton (Vice Chair), Sharon Marigliano, (Treasurer) Nancy Bell (Secretary), Steve Farley, Alternate Trustees: Sandra Whittier, Diane Bolduc, Library Director: Alison Rutley, Representative to Board of Selectmen - Linda Murray. Doug Smith - absent. The meeting was called to order by Linda Wilberton at 3:34 p.m. Sandy Whittier to be a voting member today due to the absence of Doug Smith.

Approve the Minutes of October 6, 2025

Corrections include Page 1, Roll call vote Steve Farley, last paragraph beginning "a motion was made - Doug Smith, Page 2 - Paragraph 1 - Linda Wilberton, Treasurer's Report - Sharon Marigliano and last line This instead of The, Paragraph 3 Alison with one L, Steve Farley made a motion to accept the minutes as corrected. Seconded by Linda Wilberton. All voted in favor

Treasurer's Report

Sharon Margiliano presented the Statement of Assets and Liabilities report and the Budget vs. Actual Report. More information will be provided in the Finance Committee report.

Librarian's Report

Hoopla is up 24% over October 2025.

Overdrive Audiobooks up 18%

Overdrive eBooks up 7%

Overdrive Magazines are up 37%

New Patron cards up 200%

Incoming Calls up 20%

Number of Adult Attendees - up 150%

Number of Children Programs up 40%

Number of Children Program attendees up 81%

Hallowe'en - 1,000 attendees

CIP -The library parking lot has been on the CIP agenda for two years. Representatives from Wolfeboro Waters have requested a topography study to ensure the island project is a permanent solution. The new ranking score for the CIP Committee has actually moved this project beyond 2026 to perform this further analysis. It is my recommendation that the Trustees support the Town on this more in-depth study.

Steve Farley made a motion to move the island CIP project off of the 2026 schedule pending further analysis. The motion was seconded by Linda Wilberton. All voted in favor.

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Website

The library is taking an active role in disseminating information on the town budget. It is in our best interest to inform our patrons of the 2026 operating budget. Alison provided a short demonstration of our links.

New Business

Personnel-New Hire

Circulation Desk/IT Coordinator. Steve Farley made a motion to approve the hiring of London Summers for the position. The motion was seconded by Linda Wilberton. All voted in favor. London will be starting on December 1.

Organization Chart

A new chart was presented showing the reporting structure of employees

Finance Committee – New Hampshire Trust Recommendation

Sharon Marigliano reported that the committee met with Paul Provost from NH Trust. He provided the committee with recommendations for a 50/50 split between equities and cash for the investment accounts. The information was shared with all the trustees.

Steve made a motion to adopt the adjustment policy to a 50/50 split (equities/cash) as recommended by Paul Provost. The motion was seconded by Sandy Whittier. All votes in favor.

Policy and Procedures Committee – Technology Assistance Policy

A discussion of the Technology Help Policy was held. An amendment to the policy to include the following sentence under Eligibility was suggested: There is a procedure for nonresidents to become patrons. Steve Farley made a motion to accept the policy as amended. The motion was seconded by Sharon Marigliano. All voted in favor.

2026 Budget Update

A review of the 2026 town budget was presented to the trustees. It was noted that no changes had been made to the library portion of the budget. A presentation will be held at the Public Safety Building on December 4 at 6:00 p.m. Members of the Board are encouraged to attend.

2026 Meeting Dates

2026 Library Closure Schedule

Dates were reviewed by the trustees. Sharon Margiliano made a motion to accept the dates as presented. Steve Farley seconded the motion. All voted in favor.

2026 Subcommittee Meeting Schedule

Alison will provide a schedule for the Subcommittee meetings for the trustees.

Other New Business

Nancy Bell provided a brief report on an NHLTA meeting that she attended recently in Barrington, NH. Items included bills being worked on at the state level, fundraising opportunities, and information available to trustees through the NHLTA website.

A welcome for London Summers will be planned.

Old Business - none**Grants and Donations**

Linda Wilberton made a motion to accept \$322.12 in Donations. Steve Farley seconded the motion. All voted in favor.

Public Input - not needed**Upcoming Meeting/Events**

Regular Board of Trustees Meeting - Monday, December 8, 2025, at 3:30 p.m.

Human Resources Committee Meeting - Monday, December 22, 2025 - 3:30 pm.

Policy & Procedures Committee Meeting - TBD

Finance Committee Meeting -TBD

Facilities - TBD

Landscaping - TBD

Sharon Marigliano invited members of the Trustees to join the Friends of the Wolfeboro Public Library to participate in the annual Wolfeboro Christmas parade to be held on November 29, starting at 3:00 p.m.

Linda Wilberton made a motion to adjourn the meeting. The motion was seconded by Steve Farley. All voted in favor and the meeting adjourned at 4:58 p.m.

Respectfully submitted,
Nancy Bell, Trustee Secretary

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