

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Bradley Room

June 13, 2022

Present - Trustees: Nancy Bell, Deborah Long-Smith, Linda Wilberton, Alternate Trustees: Diane Bolduc (phone) Stephen Farley, Co-Acting Director: Joyce Davis, Co-Acting Director and Children's Librarian: Jeanne Snowdon, Representative to the Board of Selectman: Linda Murray, Consultant: Cynthia Scott: President of the Wolfeboro Library Foundation: John Sandeen, Treasurer of the Wolfeboro Library Foundation: Bob Woerheide. The meeting was called to order by Linda Wilberton at 3:40 p.m.

It was determined that Stephen Farley and Diane Bolduc would be casting votes for this meeting.

Approval of Minutes

A motion was made by Linda Wilberton to accept the minutes of the May 9 meeting as presented. The motion was seconded by Steve Farley. All voted in favor and the motion passed.

To facilitate those in attendance it was determined that the Board would proceed with the issues of the Landscaping Committee and the Library Foundation report under Old Business and then return to the order of the agenda.

Landscaping – Memo from Dave Ford

Dave Ford has submitted a memorandum to the Trustees on this date with suggestions as to how to proceed with the Landscaping project. His first suggestion is that a meeting of the Landscape Committee be held on June 23 at 2:30 p.m. to discuss the options available. A contractor needs to be hired.

Library Foundation Report

John Sandeen presented the Trustees with a summary of donations received to this point. There are donations for different phases of the project. The trustees need to present the Foundation with a requested amount for a grant targeting the First Phase of the Landscape project.

Treasurer's Report

Cindy Scott presented the Treasurer's report. A new report has been compiled to help the town and the trustees to be better able to be kept up to date with the library budget. This shows the operating budget money that is designated for the library. The town retains monies

for salaries and benefits. This report will be reconciled at the end of the year to adjust the final figures. Cindy will recalculate the budget at the end of June to determine specific areas of expenditure. A general review of the Statement of Assets and Liabilities was presented.

Librarian's Report

Joyce Davis presented a detailed report of Activities and Statistics for the month. Library Programs include Weekly Storytimes for toddlers and preschoolers children's monthly art class, Teen Book Chat, Friday Classic Film, 2nd Tuesday Book Discussion and Tuesday Tech Help.

Multiple programs were presented with Community involvement: Irish Special Interest Research with LRGIG,, Saving Energy & Money Heating & Cooling Your Home with Wolfeboro Electric Dept & Wolfeboro Energy Committee, Book Discussion at Sugar Hill, Irish Genealogy Research with LRGIG, Allagash: New England's Wild River with Wolfeboro Senior Meals, 200 Women – month long photography exhibit with Brewster Academy, Book Discussion Happiness with Brewster Academy facilitator, Banjos, Bones and Ballads – music and folklore with LRGIG.

Adult program attendance was very good. Children's attendance was even strpmger.

Usage of meeting rooms, individual visits, downloads, materials checkouts and library card numbers were encouraging.

A procedure for the use of the meeting rooms after closing has been developed. The Little Library is being run at Albee Beach. The new Youth Services Assistant is on board. Mike Babylon continues with Tech Tuesday and is now the IT/Building Maintenance Consultant for the Library. Several new items included a tent, firepit, a treehouse-themed dollhouse and other toys with an outdoor/camping theme have been added to the Children's Room with funds supplied to the Friends by the Fisk Foundation.

A calendar of events for the summer for both adults and children has been designed by Jeanne Snowdon. 5 x 8 copies printed by Kingswood Press will be available soon.

Public Input

Rhoni Harding presented items that she has collected with a dinosaur theme to coincide with the release of a popular movie this coming month. She will meet with Jeanne Snowdon to discuss other items which she has available for donation. These items are much appreciated.

Old Business:

Committee Reports – Update

Landscape – See above

Finance – Covered under the Treasurer's Report

Library Foundation Report – See above

Budget – Cindy Scott will continue to assist Joyce Davis with the 2023 budget. The Trustees need to consider developing a plan for next year.

Meeting Room Policy proposed changes

An update to the July 14, 2021 revision was presented. Changes include the capacity of the Beaver room to 15, clarification for afterhours use, the elimination of a deposit for the Bradley and Beaver Rooms, and suggestions for training for lock up procedures. A motion was made by Steve Farley to accept the changes made to the Meeting Room Policy and Rules. The motion was seconded by Linda Wilberton. All voted in favor.

Storage Unit Update

Thank you to the volunteers who helped empty the storage unit. The unit should be ready to be returned this month.

New Business

Trustee Vacancy

Due to the resignation of one of the Trustees there is an opening on the board. One of the alternates has agreed to apply to the Selectman to be appointed to fill the term until the next election. It is time for alternates to the Board to submit a letter of interest to Linda Wilberton for next year. An article has been published in the Granite State News.

Covid Protocol Discussion – handwashing station

The kitchen area is no longer required as a handwashing station. The restroom facilities are adequate. The kitchen handwashing station will be discontinued.

Use of Leave Time for Holidays – policy discussion

Joyce will put together wording for the next meeting to establish a policy.

Friends Annual Booksale & Open House – Ice Cream Social discussion

It was suggested that individual serving cups be provided for the social this year. The new tent will be used. We hope for good weather.

Donations

New Hampshire Humanities Grant - \$200.00

Gifford - \$155.00

Miscellaneous donations - \$95.25

Linda Wilberton made a motion to accept the donations received. Steve Farley seconded. All voted in favor and the motion passed.

Other New Business

None

Upcoming Meetings

Landscape Committee Meeting – Thursday, June 23 at 2:30 p.m.

Regular Trustees Meeting – Monday, July 11 at 3:30 p.m.

Nonpublic Session

A motion was made to enter nonpublic session at 5:50 p.m. for reasons cited in RSA 91-A:3, II (a) and RSA 91-A:3, II (e)

Public session reconvened at 6:12 p.m.

A motion was made to seal the minutes by Linda Wilberton, seconded by Deborah Long-Smith. Voted in favor by Linda Wilberton, Deborah Long-Smith, Stephen Farley, and Nancy Bell.

Linda Wilberton made a motion to adjourn the meeting at 6:15 p.m. The motion was seconded by Deborah-Long Smith. 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