

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Bradley Room

September 12, 2022

Present - Trustees: Linda Wilberton, Doug Smith, Deborah Long-Smith, Stephen Farley, Nancy Bell, Alternate Trustees: Diane Bolduc, Sharon Marigliano, Sandra Whittier, Co-Acting Director: Joyce Davis, Co-Acting Director and Youth Services Librarian: Jeanne Snowdon, Representative to the Board of Selectman: Linda Murray, Consultant: Cynthia Scott. The meeting was called to order by Linda Wilberton at 3:30 p.m.

Approval of Minutes

A motion was made by Linda Wilberton to approve the minutes of the meeting of July 18, the motion was seconded by Stephen Farley. Linda Wilberton made a motion to approve the minutes of the August 8 meeting, seconded by Deborah Long Smith. Linda Wilberton made a motion to approve the minutes of the meeting of August 29. The motion was seconded by Doug Smith. All three motions were voted on and passed.

It was determined that there would be a need to enter into NonPublic Session for reasons stated in RSA 91-A-3, II (a) and RSA 91-A-3, II(e).

Treasurer's Report

Deborah Long Smith presented the Treasurer's report. Work will closely continue with NH Trust to clarify the funds in the trust. Files will be created to review how the accounts were set up. There are no changes for assets/liabilities information. The goal is to have everything settled by the end of the year.

The Budget vs. Actuals report show that expenses are up primarily due to legal issues. Expenses are being watched very carefully by staff so as to control any unnecessary expenditures.

Linda made a motion to accept the Treasurer's report. Seconded by Doug Smith. All voted in favor.

Librarian's Report

Joyce Davis presented this Librarian Report: Programs and events included Tuesday Tech Help, Native American History Humanities Program, Book Discussion at Sugar Hill, Granite VNA Stress Relief Program, Friday Classic Film, Launch of 5 week Workshop on Smartphone Use, Humanities Program on British Servant Culture, Second Monday Coffee and Donuts, Irish Genealogy Study Group and Monthly Genealogy Group.

Library Cards: 33 new, 108 renewals, 6 students, 10 non-residents, 1 non-resident town employee, 1 non-resident teacher. August Meeting Room usage = 165 up from 104 in 2021.

Checkouts and renewals were up 9%. Museum Passes saw a 100% increase over last year to 45. Hoopla increased 25% over last year. Overdrive use had a 34% increase over last year at 438.

Adult Programs and Children Programs both saw significant increases: Adult: 2021 – 3 programs for 60 attendees, 2022 – 15 programs with 183 attendees. Children: 2021 -15 programs with 154 attendees, 2022 – 15 programs with 308 attendees.

Meeting Room use:

Ayers – 51, O'Rourke – 46, Beaver – 37, Bradley – 27, Genealogy – 5, for a total of 166 up from 104 a year ago.

We are continuing to look to partner with Carroll County Adult Ed to offer classes.

Jeanne Snowdon presented this Youth Services Librarian Report:

Storytimes are less predictable with the start of school. Larger gatherings are exciting and full of energy, but smaller groups are more intimate. Toddler Storytime was 29 people (16 children) and Preschool was 11 people (5 children). The Nursery School across the street will be contacted during the school year to invite them to Preschool story time on Thursday.

Farmer's Market Storytime was busying the previous week with 14 children and 7 adults, but last week there were no children. It was the first day of school! We expect that in the coming weeks attendance will improve as parents will bring in their younger children before picking up their school age children.

The upcoming Art class has 10 out of 14 registered. The project will be making block printing using Styrofoam plates.

A new visitor has been added. Sawyer is a therapy dog who loves to have kids read to him. His owner, Leah, brings him into the library, school and soon to Sugar Hill.

We are combining efforts with Wolfeboro Park and Rec next month for a Halloween Party in the Bradley room. This is a great community outreach opportunity.

Contact with Lakes Regional Technology Center at the KRHS campus resulted in the addition of a special needs student coming to the library for an hour a week with her job skills coach to do some straightening of bookshelves and some light cleaning.

A Harry Potter and the Sorcerer's Stone Book Chat will be hosted for all ages. It was originally intended to be for children, but all ages Love Harry Potter, so the multi-age group will be tried. It will be advertised that costumes may be worn and after determining what ages will be there, a craft will be planned to be done after the chat.

Public Input (None)

Old Business:

Committee Reports – Update

Landscape – Three bids were received. Landscape Committee recommendation was made to look at the possibility of Piscataqua and Karen Breagy for a combination bid. Piscataqua was asked to take the lead and talk to Karen. It was requested that a figure be submitted to include maintenance and irrigation. The figures have been submitted, but not yet reviewed by the Landscape Committee.

Discuss Committee Assignments

A list of Committee assignments from July 2021 was passed out for updating purposes. Building and Sign committees are no longer necessary. Attention needs to be paid to Facilities and Development committees. Trustees and Alternates are asked to update and confirm their assignments.

Library 2022 Budget

To date salaries are at about 65%.

Discussion of addition to the 2023 budget. Will make additions to outside services for consulting fees and an increase to covid expense.

Other Old Business - none

New Business

Library Card Policy for Brewster

In order to provide clarity, the current policy will be amended to include Brewster employees. A motion to make this change was made by Linda Wilberton, and seconded by Steve Farley. All voted in favor.

Discuss meeting room usage regarding non-profit fundraisers

Discussion held as to the policy for non-profits who want to use a meeting room for fund raising activities. It was decided not to change the policy at the present time and trustees will monitor the usage so as to discourage for-profit use. Fund raising for non-profit use not considered to be a problem at this time.

Discuss request to donate old iPads and Chromebooks to Maker's Mill

This request was made by Mike Babylon for the donation of 4 old pieces of equipment that are no longer in use at the library due to their age. We should make sure that they are wiped clean of any data and checked to see if there is any functionality for the library. If not, donate to Maker's Mill.

Other New Business - None

Grants & Donations

| | |
|--------------------|-----------|
| Accardi | \$125.00 |
| Elizabeth Fox | \$200.00 |
| Gifford | \$150.00 |
| Ladies of the Lake | \$700.00 |
| Miscellaneous | \$220.69 |
| Total | \$1395.69 |

Linda Wilberton made a motion to accept the donations and grants in the amount of \$1395.69 received. Doug Smith seconded. All voted in favor and the motion passed.

Upcoming Meetings

Special Meeting – Friday, September 16 – 1:00 p.m.

Landscape Committee – Tuesday, September 20 – 12:00 p.m. (tentative)

Regular Trustees Meeting – Monday, October 3 - 3:30 p.m.

Nonpublic Session

A motion was made to enter nonpublic session at 5:22 p.m. for reasons cited in RSA 91-A:3, II (a) and RSA 91-A-3, II (e)

Public session reconvened at 5:55 p.m.

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

Doug Smith made a motion to adjourn the meeting at 5:57 p.m. The motion was seconded by Linda Wilberton. 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