

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Library Director Search Committee
Bradley Room
November 22, 2022

Present - Trustees: Linda Wilberton, Doug Smith, Stephen Farley, Nancy Bell, Alternate Trustees: Diane Bolduc, Sandra Whittier, Sharon Magliano, Co-Acting Director: Joyce Davis, Youth Service Librarian/Co-Acting Director: Jeanne Snowdon, Administrative Assistant: Lori Pankowski, Representative for the Board of Selectman: Linda Murray, Foundation President, John Sandeen, Friends President: Judy Crosley, Public At-Large member: Brodie Deshaies, Ossipee Public Library Director: Maria Moulton. The meeting was called to order by Stephen Farley at 3:02 p.m.

Approval of Minutes of November 17, 2022

John Sandeen pointed out that the note at the bottom of the minutes should read that minutes are unapproved until voted on by the Search Committee. Nancy will make this correction to the minutes. John made a motion to accept the minutes as corrected. Brodie Deshaies seconded the motion. All voted in favor

Old Business

Steve noted that all electronic communications will be made through Joyce Davis at the library. It was also pointed out that John and Steve are co-chairs of the committee so all correspondence should be directed to both of them. This is important due to the requirements of the Right to Know Law.

Discussion of one-, five- and ten-year goals for the library.

It was necessary to develop goals for one-, five- and ten-year terms to help define the type of library director needed to accomplish the goals. Initially, year one will refer mostly to tactics. The five year goals will be developed with vision in mind with emphasis on what the library should stand for. What does the public want the library to do? Discussion was held about the feasibility of generating a community survey, possibly through Survey Monkey on-line. A survey will be developed with 6 to 7 questions for the next meeting. Joyce will help provide input. Linda Murray suggested that access to the library survey could possibly be made available through some of the town websites.

One Year Goal Suggestions

Landscaping – to be completed and financing is available. Exterior solar lighting.
Annual townwide survey
Increase Children/YA programs – provide homework support with focus on a volunteer program
Increase Social Media presence – to provide more robust communication with community
Developing increased cooperative relationship with the town
Streamline budget process – simplification of the financial process
Memorandum of Understanding with the Town
Cooperate and Support Friends of the Library and Library Foundation – increasing number of members should be explored
Improve relationship with businesses – develop Community Lecture series
Director should attend state and national library conferences
Connect with Meals on Wheels about delivering books to the homebound
Develop Literature Awards, Poel Laureate programs
Explore One Read, One Town to involve a larger segment of the community to participate – discussion groups
Allow window painting – children or adults to improve eye appeal. Seasonal banners.
Grow the collection and keep it growing!
Maintain quality services

Trustees should plan a yearly get together with Friends and Foundation to talk to each other and discuss potential goals for the future. Also, the recommendation for development of a relationship with the budget committee was made to increase awareness of the planning process.

Five Year Goal Suggestions

Prepare the Library as a Community Emergency Shelter
Book Festival for the Town. Invite Brewster to participate. Friends of the Library would be critical for this function
Staff Growth Plan
Full Time Tech Person
Staff member increase based on program development
Partnership Candidate's night with the Chamber of Commerce/Community TV
Special Programming for the aging
Upgrade Library IT systems
Engage with the town via regular communication with the Capital Improvements Committee
Ongoing Master Plan
Assessment of Library Building

Ten Year Goal Suggestions

Upgrade of Library IT System (ongoing)

Make sure library is part of the Master plan (ongoing)

Prepare assessment of library building and implement needed improvements.

Assess programs

Assess budgeting process

New Business

Brodie will submit 5 questions to Joyce to be part of the survey.

Other New Business – Meetings

The next meeting of the Search Committee will be on Tuesday, November 29 at 3:00 p.m.

Steve Farley adjourned the meeting at 4:17 p.m.

Respectfully submitted,

Nancy Bell

Search Committee Secretary

Note: Minutes are UNAPPROVED until voted on by the Library Director Search Committee