

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Bradley Room

February 13, 2023

Present - Trustees: Linda Wilberton, Stephen Farley, Brodie Deshaies, Nancy Bell, Alternate Trustees: Diane Bolduc, Sharon Marigliano, Co-Acting Director: Joyce Davis. Jeanne Snowden, Representative to Board of Selectmen – Linda Murray. Absent: Doug Smith. The meeting was called to order by Linda Wilberton at 3:32 p.m.. Diane Bolduc will be a voting member today.

Approval of Minutes of January 9 and February 7, 2023

Brodie Deshaies made a motion to approve the minutes of the meeting of January 9. The motion was seconded by Diane Bolduc. All voted in favor.

Brodie asked that the minutes of February 7 be amended to note that he had an excused absence from the meeting. Linda Wilberton made a motion to accept the minutes as corrected. Seconded by Brodie Deshaies. All voted in favor.

Treasurer's Report

Joyce Davis reported that Cindy had not been available to make a report but that she had provided Statements including Assets and Liabilities and Budget vs. Actuals. These statements have been updated to include the information from NH Trust that Cindy and the accountant had worked on.

Brodie and Cindy will meet with Lori Pankowski on February 24 to have an in-depth discussion pertaining to his transition to Treasurer.

Librarian's Report

Joyce Davis presented the first part of the report. Statistics reported:

Meeting Room usage up 47% from 2022.

Atrium Circulation up 5.5% from 2022.

New cards up 70% from 2022

Hoopla! Up 33% from 2022.

Overdrive: Audiobook up 16% from 2022

eBooks up 29% from 2022

Adult programs included two book discussions (one at Sugar Hill), Genealogy Help (every Tuesday through February), Tech Tuesdays with Mike, "All About eBooks" with Mike.

The library was closed for two holidays, one snow day, and one weather related opening and early closing. Three programs were cancelled as a result. They have been rescheduled.

The process to add a substitute desk person to staff has begun. This will make it possible for there to be two people available to call for desk coverage when needed. The interested party is a former school librarian.

Lori and Joyce attended a Zoom workshop presented by the State Library on compiling the data for the Annual Report due to be filed with the State in April which was very helpful.

Jeanne Snowden presented the Youth Services Librarian Report

Winter Storytime began at the beginning of January and continues through February 23.

Attendance continues to increase. Toddler Storytime has had as many as 28 toddlers, 24 adults and preschool Storytime averages approximately 10 children and 4 or 5 adults. The Wolfeboro Nursery School and Children's Center also attend periodically.

Monthly Art class is doing well. Last month there were 9 attendees and this month there are 13 of 14 spaces filled.

During school break at the end of the month events are planned including 2 book discussions – one for elementary and one for teens and a school break board game event. Collaboration with Parks and Rec include a Lego Club once a month and a Winter Carnival event which will be held at the library with coloring contest, trivia and crafts for kids.

A grant from the Festival of Trees in the amount of \$10,000 was received by the Friends of the Wolfeboro Public Library for the new Teen Section. This will dedicate a space in the library especially for teens.

New Business (to allow the guest speaker to address the Board earlier than scheduled in the agenda it was agreed to move this item forward).

Discuss Solar Grant Opportunity (Nancy Hirshberg Guest)

Nancy Hirschberg is a member of the Wolfeboro Energy Committee. A solar energy project for the library has been in the planning process. Solar power would cover much of the energy demands. The cost for this project would be in excess of \$150,000. An RFQ is presently in place for seven solar energy projects one of which includes the library. It has been found that the USDA has grant funding available. If awarded, the library would be eligible for a grant to cover 55% of the solar project. Also available is a grant of 30% Direct pay from the Inflation Reduction Act. There is also an education grant opportunity.

The Board was asked if they were interested in pursuing these grants. Nancy will work on behalf of the library to apply for the grants.

Brodie Deshaies made a motion to authorize the chair of the Board of Trustees and the Interim Library Director to provide an informational presentation to the Wolfeboro Board of Selectman detailing the plans of the library regarding solar energy. The motion was seconded by Steve Farley, and all voted in favor.

A second motion was made by Brodie Deshaies to authorize Nancy Hirshberg and Library Staff to apply for grants and to issue an RFP for the solar project for the library. The motion was seconded by Diane Bolduc. All voted in favor.

Public Input

Robert Cole introduced himself to the Trustees and spoke about his thoughts on sound proofing the building. He made suggestions including the addition of another wall and hanging of objects from the ceiling to cut down on the sound levels. He stated that libraries are a place for people who are looking for quiet space. The trustees agreed to look into his concerns.

Old Business

Committee Reports

Library Director Search Committee

Seven candidates were chosen for interviews. Not all candidates wish to continue the process. Remote interviews will begin on Friday, February 17.

Landscape Committee

Cindy Scott is working on an RFP. She will contact Brian Kuchar at Horsley-Whitten. Sabet Stroman will contact Meadowlark Landscaping.

Policy and Procedures Committee

A meeting to work on the Memorandum of Understanding with the Town of Wolfboro will be held on February 27 at 4:00 p.m. Brodie Deshaies will chair the committee.

Proposed 2023 Budget Status

The Deliberative Session was held on Wednesday, February 8. No changes were made to the library budget at this meeting. The only recent change was the removal of the \$4,000 that had been included for the Landscape project, which is no longer relevant due to changes in the project.

Moose Grant Update/Carrigan Map Treatment

The map has been restored and has been transported to the library. It is presently being displayed on the wall outside the Genealogy Room. It was transported in a plastic sleeve which is reflective and not in keeping with work which was done on the map. A cabinet maker was called, and a price was given for a nonglare acrylic 5' x 6' frame. The Board agreed with the concept to have the map framed. Joyce will contact possibilities and pursue options for financing this project. This could be completed in 2 to 3 weeks.

Other Old Business

Community Survey – results are almost ready.

Assignment of members to chair committees:

Finance – Brody Deshaies

HR – Diane Bolduc

Policy and Procedures – Brodie Deshaies

Facilities – Doug Smith

Landscape – Linda Warburton

Library Director Search Committee – Stephen Farley/John Sandeen

Emails for Board Members

The monthly cost has been investigated. Mike Babylon will be asked to compare the cost for expansion of the library email system vs. excess cost for use of the town emails.

New Business (Continued from above)

Review Policy Regarding Animals in the Library

A comparison of the present policy was presented. Also included were the policies of five NH libraries. The Code of Conduct policy states that the following activities are prohibited:

13. Bringing animals, other than service animals, into the library.

Diane Bolduc made a motion to add the following:

Except an animal used in a library sponsored program.

Steven Farley seconded the motion, and all voted in favor.

Other New Business

A question was asked about the policy for non-resident use and cost of a library card. It was explained that the library is for taxpayers of Wolfeboro who pay to support the library with their taxes. Nonresidents are required to pay an additional fee to obtain a library card.

Grants and Donations

Wolfeboro Public Library Foundation \$948.07

Buckingham \$200.00

Miscellaneous - \$31.05

Linda Wilberton made a motion to accept the amount of \$1179.12 in Grants and Donations.

Brodie Deshaies seconded the motion. All voted in favor.

Upcoming Meeting/Events

Library Director Search Committee – February 21, 2023 at 3:00 p.m.

Policy and Procedures Committee – February 27, 2023 at 4:00 p.m.

Regular Trustees Meeting – March 13, 2023 – 3:30 p.m.

Town Elections – March 14, 2023 – 8:00 a.m. to 7:00 p.m.

Linda Wilberton made a motion to adjourn the meeting at 5:15 p.m. The motion was seconded by Diane Bolduc. 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