

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Finance Committee

Ayers Room

August 20, 2024

Present: Brodie Deshaies, Committee Chair and Library Trustee, Doug Smith, Library Trustee, Steve Farley, Library Trustee, Nancy Bell, Library Trustee, Alison Rutley, Library Director, Lori Pankowski, Administrative Secretary

Brodie Deshaies called the meeting to order at 3:02 PM.

Approve the Minutes of July 23

Corrections to the minutes were made including under present, Lori Pankowski, Administrative Secretary, under new business Library Warrant Articles, paragraph two – the correct spelling of Jim Pineo, under 2025 Budget Schedule – Draft correct the spelling o Alison – line 1. Doug Smith made a motion to approve the minutes as corrected. The motion was seconded by Steve Farley. All voted in favor.

Public Input - None

Old Business - None

New Business

2025 Library Budget Review

Aison presented the committee with handouts which included proposed figures for the 2025 budget. The committee reviewed employee wages and salaries and discussed benefit information provided by the town. There are presently two open positions. A discussion was held concerning the possibility of a full-time circulation manager and a part-time youth services assistant. Alison discussed the rational for these two positions. It was agreed that both positions are required to meet the needs of the library.

The Operating Budget was also reviewed. Alison reviewed details for all of the items presented. A discussion was held as to the reason why the library is paying for propane for the emergency warming center for the town. It was pointed out that the cost of the propane had been negotiated by the town.

A suggestion was made that the town be asked to cover the replacement of computers necessitated by changes from Windows 10 to Windows 11.

A technology budget line item will be added to the budget to implement computer replacements.

A discussion regarding the possibility of a power point presentation being developed to be utilized in the budget process was agreed upon. It could also be made available on the library website in addition to the budget committee meeting.

Alison will review specifics of the budget with her staff to see what changes could be made.

Next Meeting

The next quarterly meeting is scheduled for October 10 at 3:00 p.m. Paul Provost, investment advisor from NH Trust will present an update.

Upcoming Meetings

Library Closed, Monday, September 2 – Labor Day

Board of Trustees Meeting – September 9 at 3:30 p.m.

WPL Finance Committee: Thursday, October 10, at 3:00 p.m.

WPL Policy and Procedures Committee Meeting: Oct. 24 at 3:00 pm

Wolfeboro Board of Selectman – Thursday, October 24 at 6:00 p.m.

WPL Human Resources Committee Meeting: TBD

WPL Facilities Committee Meeting: TBD @ 1:00 pm

WPL Landscaping Committee Meeting: TBD

Adjourn

Doug Smith made a motion to adjourn the meeting at 4:40 p.m. Steve Farley seconded. All voted in favor.

Respectfully submitted,
Nancy Bell
Finance Committee Secretary

Note: Minutes are UNAPPROVED until voted on by the Finance Committee