

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Policy and Procedures Committee
Bradley Room
May 26, 2023

Present - Trustee: Brodie Deshaies (chair), Linda Wilberton, Doug Smith, Alternate Trustees: Sandra Whittier, Sharon Marigliano, Co-Acting Director: Joyce Davis, Co-Acting Director: Jeanne Snowdon

The meeting was called to order by Brodie Deshaies at 3:08 PM.

Approval of the Minutes of April 27, 2023

Sandy made a motion to accept the amended Policy & Procedures Meeting minutes of April 27, 2023. Sharon Marigliano seconded the motion. All voted in favor.

Discussion included adding that Doug Smith seconded Linda Wilberton's motion to accept the meeting minutes of March 30, 2023.

Public Input (none).

Old Business

The committee discussed further edits and amendments to the by-laws.

Sharon Marigliano motioned to remove Section 6.6 (c) and replace it with the wording from Section 6.6 (f). Doug Smith seconded the motion. All voted in favor.

Joyce Davis raised observations about including employees in Article 9, Section 9.1.

The committee discussed whether the Library Board of Trustees' legal counsel would need to review the proposed edits to the by-laws and Article 9, Section 9.1. The committee agreed that was a conversation for the entire Library Board of Trustees.

Brodie Deshaies made a motion to recommend the proposed edits to the Wolfeboro Public Library Board of Trustees By-Laws made by the Policy & Procedures Committee and recommended exploring Joyce Davis's observations regarding Article 9, Section 9.1. Seconded by Doug Smith. All voted in favor.

New Business

The meeting agenda was amended to start the new business by discussing a public input policy.

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The committee discussed the meeting room policies, specifically whether private meetings hosted by members of the public need to be open to everyone. Joyce Davis presented sample meeting room policies from other libraries in NH. The committee discussed possible edits and ideas for updating the library's meeting room policies. The committee also discussed maybe updating the Wolfeboro Public Library Meeting Room Reservation Form.

Brodie Deshaies made a motion for the committee to explore creating an appeals process for meeting room or event denials by the Library Director. Seconded by Linda Wilberton. All voted in favor.

Discussion included the need for an appeals process and Joyce Davis rewording other sections of the meeting room policies for consideration by the committee.

The committee discussed the need to edit the Policy and Guidelines for Public Internet, but no action was taken. The committee did discuss an observation regarding the Rules of Usage and how to update that policy section. The committee will research other libraries' public internet usage policies.

Other New Business

The committee will eventually review the Investment Policies at a future meeting.

Other Old Business

Brodie Deshaies provided the committee with an update on the Town-Library MOU discussions with the Town Manager and other Town of Wolfeboro staff. The Library Board of Trustees will have a more in-depth discussion at their next regularly scheduled meeting in June.

Doug Smith motioned to adjourn. Linda Wilberton seconded the motion. All voted in favor.

The meeting adjourned at 4:51 PM.

Notes were taken and transcribed by Brodie Deshaies. Nancy Bell formatted the meeting minutes.

Note: Minutes are UNAPPROVED until voted on by the Policy and Procedures Committee