

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Bradley Room
December 13, 2021

Present - Trustees: Nancy Bell, Sandra Hurd, Linda Wilberton, Alternate Trustees: Diane Bolduc, Candace Thayer (phone); Asst. Library Director: Joyce Davis, Children's Librarian: Jeanne Snowdon. The meeting was called to order by Linda Wilberton at 4:05 p.m.

Minutes of the November 15, 2021 Meeting

A motion was made by Sandy Hurd to accept the minutes of the November 15 meeting. The motion was seconded by Diane Bolduc. All voted in favor and the motion passed.

Minutes of the November 18, 2021 Special Meeting

A motion was made by Sandy Hurd to accept the minutes of the November 18 meeting. The motion was seconded by Linda Wilberton. All voted in favor and the motion passed.

Treasurer's Report

Sandy Hurd has met with Peoples Bank and Citizens to become an authorized signer of these accounts. By the end of the week Sandy Hurd, Linda Wilberton, Doug Smith, Deborah Long-Smith, and Candy Thayer will all be authorized at both accounts. The next step will be to contact Fidelity to complete the necessary paperwork. A response has not been received and the first step will be to try to locate a contact person.

A motion was made to accept the Treasurer's Report. A second was received from Diane Bolduc. All voted in favor.

Librarian's Report

Joyce Davis presented the Librarian's Report. She stated that things appear to be returning to normal since the Covid shutdown at the end of last month. Lake Region Photography Club currently has an exhibit which will continue through the middle of January. There are holiday displays throughout the library. The Friends of the Library are having a Christmas book sale which includes a quantity of Large Print books.

Jeanne Snowdon gave a report on the new website which is in the process of being set up. She stated that it is user friendly. The old website is being maintained as well, until the new site is ready.

Old Business:

Committee Reports – Updates

Building: Mike Babylon is in charge of building maintenance. The sprinklers have been examined and the sensors are being checked next week.

Sign: Lighting is not yet complete. Mike will follow up with Milestone to see if this can be completed.

Landscaping: Committee met on Friday, December 10. The results of this meeting will be found under new business.

Finance: No further update

2022 Budget

Capital Budget – Warrant Article: This draft warrant article for the Landscaping Project states: To see whether the Town will vote to authorize the Wolfeboro Public Library Board of Trustees to expend a sum, not to exceed Two Hundred Fifty Thousand dollars (\$250,000), for the purpose of construction and installation of a designed landscape plan on the property surrounding the Library building. Said sum to be taken from donations and grants and it will have no impact on the tax rate.

The wording from the town is not the same as the Warrant Article drafted by the Board of Trustees. Article O states: To see if the Town will vote to raise and appropriate the sum of \$250,000 for the purpose of Landscaping at the Wolfeboro Public Library. Further, to authorize the Selectman to accept grants, gifts, donations, or pledges for this purpose which shall be used to reduce the amount to be expended from general taxation. This appropriation is non-lapsing pursuant to RSA 32:7, VI and shall lapse on December 31, 2023, or upon completion of the project whichever occurs first.

2021 Capital Budget – Generator

Discussion with Dave Ford is still ongoing.

New Business

Meeting dates for 2022

Nancy Bell raised a question as to the possibility of changing the time of the meeting to 3:30 p.m. Sandy Hurd made a motion to defer this discussion until the next regular meeting of the Board of Trustees. The motion was seconded by Diane Bolduc. All voted in favor.

Covid Protocol

Discussion was made about making a sign suggesting the wearing of masks at the library. A motion was made by Sandy Hurd that a sign reading: "Please be advised that facemasks are strongly encouraged" be displayed. The motion was seconded by Diane Bolduc. All voted in favor.

RFP for Invasive Species

As a result of the Landscape Committee meeting on Friday, December 10, Sandy Hurd made a motion to accept the proposal from Lee Gilman & Associates for treatment of the invasive species on the Wolfeboro Public Library property at a rate of \$4,160 for phase one in 2021 and \$1,700 for follow-up treatments in the Summer 2022. The motion was seconded by Diane Bolduc and all voted in favor.

Linda Wilberton made a motion to accept Donations made to the Library:

Wolfeboro Public Library Foundation Grant - \$4,500.00

Miscellaneous - \$85.10

Total - \$4585.10

Other New Business (none)

Non-Public (none)

The meeting was adjourned at 4:50 p.m. Motion was made by Linda Wilberton, seconded by Sandy Hurd. All voted in favor.

Upcoming Meetings

The next meeting of the Landscape Committee will be on Wednesday, December 29 at 3:00 p.m.

The next Regular Trustees Meeting will be on Monday, January 10, 2022 at 4:00 p.m.

Budget Committee meetings concerning Warrant Articles will be held at the Wolfeboro Public Library on Tuesday, December 28 at 6:00 p.m., Tuesday, January 4 at 6:00 p.m. (warrant articles if necessary), and Thursday, January 13 at the Great Hall at 7:00 p.m. (public hearing).

Respectfully submitted,
Nancy Bell
Trustee Secretary

Note: Minutes are UNAPPROVED until voted on by the Board of Trustees