

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Bradley Room
November 15, 2021

Present - Trustees: Nancy Bell, Deborah Long-Smith, Doug Smith, Linda Wilberton, Alternate Trustees: Steve Farley, Candace Thayer (phone); Library Advisor: Cynthia Scott, Asst. Library Director: Joyce Davis, Selectmen's Liaison: Linda Murray. The meeting was called to order by Linda Wilberton at 4:05 p.m.

Public Hearing

The Wolfeboro Public Library Board of Trustees is holding a public hearing pursuant to RSA 202-A:4c. The proposal is to accept the funding representing a donation to the Library from the Kenneth A Stedman Trust in the amount of \$37,450. Linda Wilberton made a motion to accept the \$37,450 donation from the Kenneth A Steadman Trust. The motion was seconded by Doug Smith. All voted in favor and the motion passed.

Minutes of the October 4, 2021 Meeting

A motion was made by Linda Wilberton to accept the minutes of the October 4 meeting. The motion was seconded by Doug Smith. All voted in favor and the motion passed.

Treasurer's Report

Sandra Hurd plans to visit Citizens Bank and People's Bank prior to Thanksgiving to sign paperwork which will allow her to become an authorized signer for checks. The next step will be to contact Fidelity to complete the necessary paperwork. According to our former treasurer, we are awaiting a response back with a proposal from a local professional money management company to manage our Fidelity funds.

A discussion of the budget including an explanation of the \$50 fee for nonresident library cards was held.

Librarian's Report

Joyce Davis presented the Librarian's Report, which started with a copy of the November/December Calendar of Events being passed out to all present. Many events are scheduled for all ages including GWAC Fine Art Exhibit, Lakes Region Genealogy Monthly Meeting, Landscape Design presentation and 2nd Tuesday Book Discussion. Opportunities for children include Story Time for Toddlers and Preschool, Elementary Storytime & Craft,

Elementary Holiday Storytime and Book Chat and Craft, Holiday Teen Book Chat and Craft, and Holiday Break Movie Matinee on December 30 for all ages.

The staff was very appreciative for the Training Day which was held on October 19. Pods were established to attend AV and small equipment training in various locations throughout the Library. All staff were able to attend as the library was closed for the day. Many different types of equipment were included in this training which will allow staff to improve patron service.

The evening custodian is back to work full time after a medical leave. Her substitute will be available to work in the event she is required.

The Harry Potter event for Halowe'en was well received.

Funds for the Moose Grant will be for the restoration of an antique map which will be on display outside the genealogy room.

Meeting rooms are being very used frequently now and have been booked into next year. Groups include Men's Bridge, Quilters, Knitting Groups, Church Bible Study, AARP Tax Prep, and GED prep. Groups are asked to limit to twelve (12) visits per year, however, this can be waived at the discretion of the Librarian.

A new website company has been contacted and may start early next year. An art hanging system is needed to increase the display space of photos and paintings. A discussion is also underway with Brewster Academy for a collaboration to include a photo display as part of a larger exhibit titled "200 Women" in May 2022. A book discussion will also be held in May relating to the theme of the exhibit.

Old Business:

Committee Reports – Updates

Building: Mike Babylon is now overseeing building maintenance

Sign: Lighting is not yet complete. Still in process.

Landscaping: Virtual meeting at 6:30 p.m. on Wednesday

Finance: No further update

Library Foundation is meeting tomorrow. Their main focus will be a fundraiser for the Landscaping Project.

The Friends of the Library was holding a virtual meeting at the same time that the Trustees Meeting was being held. The virtual meetings work well for them as they are able to include members who are out of town. Donations from the Friends have included money for programs and specifically for the Harry Potter program. The Fiske Family has made a donation for Children's activities and programs.

2022 Budget

Operating Budget: A presentation was made to the Budget Committee on November 10. There were a few questions, but these were answered without issue.

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.

A motion was made by Doug Smith to accept the Draft Article as submitted to the Board of Selectman for the 2022 budget. It was seconded by Linda Wilberton. All voted in favor.

2021 Capital Budget – Generator

Doug Smith is working with David Ford on this. There is a plan to put the Library Generator together with other places in the town..

Job Openings – Update

Mike Babylon has been hired as IT Coordinator and his services are appreciated. He is proving to be a person to go to for answers. He has been very helpful.

Amanda King will be joining us as the Library Director. She is from Texas and has been hired pending conditional acceptance based on background checks.

Other Old Business

A decision was made to use the monies from the Stedman Fund to cover budget shortfalls for 2021. Steve Farley made the motion, which was seconded by Deborah Long-Smith. All voted in favor.

New Business

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

- Gifford – Donation - \$120.00
- O’Dowd Donation - \$50.00
- Coscia Donation - \$50.00
- Alton Historical Society - \$100.00
- Miscellaneous - \$95.55
- Total - \$415.55

Other New Business

Linda Wilberton made a motion to enter non-public session at 5:00 p.m. for the reason of RSA 91-A:3, II(c) Deborah Long-Smith seconded the motion. All voted in favor.

The Board returned to Public Session at 5:46 p.m.

Doug Smith made a motion to adjourn at 5:48 p.m., seconded by Linda Wilberton. All voted in favor.

Upcoming Meetings

The next meeting of the Library Director Search Committee will be held on Wednesday, November 17 at 3:30 p.m.

The next meeting of the Landscape Committee will be on November 17 at 6:30 p.m. and will be virtual and in person.

Respectfully submitted,
Nancy Bell
Trustee Secretary

Note: Minutes are UNAPPROVED until voted on by the Committee