

Wolfeboro Public Library Board of Trustees

Finance Committee Meeting

February 10, 2021

Present as members of the Finance Committee:

Mike Babylon, Doug Smith, Steve Farley, Candace Thayer

Also present: Cynthia Scott, Library Director

Bob Woerheide, Wolfeboro Public Library Foundation

Chair Mike Babylon read the Virtual Meeting Statement.

There were no additions and/or corrections to the Meeting Minutes of October 10, 2020. The minutes were approved.

Mike gave the Finance Committee's Chair Report. There are currently six fund

accounts:	Building	\$ 6,657
	Materials	\$ 88,243
	Endowment	\$178.126
	Hubner-Raddin	\$ 11,198
	Schroft	\$ 56,658
	Stedman	\$200,000

Four are Fidelity accounts and two are People's Bank accounts.

There was discussion regarding the work involved with Fidelity when adding new members with authorized signatures to the account. To become an authorized person a four page form has to be filed for each Fidelity Account. There are currently four Fidelity accounts. Mike Babylon and Doug Smith are the current authorized signatures. Cindy looked for a local bank, but all charged management fees ranging from \$2000 to \$3000. Claudia Shiloh of Ballantine currently consults on our investments gratis. Fidelity handles the investing transactions.

There was no public input.

Old Business:

There was review and discussion of the current LBOT Investment Policy document which was written by Bob Woerheide and approved by the LBOT on July 11, 2014. The Policy was thorough and well done. Six plus years later, as the scope of the funds has grown, some changes need to be made.

On page 1 paragraph 2, Bob suggested the language be changed from "three trusts" to "a number of trusts".

Cindy said that the LBOT has to submit an investment report annually to the New Hampshire Attorney General.

Section Two: Investment Management, sentence 2 "change the Trusts will be invested to "may be invested ..."

In 2004 a volunteer committee of retired financial professionals (John Foster, Jerry Thayer and George Vanderheiden) looked at investments that had been bequeathed to

the Library. They made recommendations to the LBOT on what should be liquidated and recommended that the money be invested in Fidelity Funds which exist to this day.

The Library has projects and amenities which they would like to complete. They are the generator, solar roof, library sign and the landscaping. The Foundation has agreed to fund the development cost of a landscaping plan. Depending on the outcome of the 2021 "Town Meeting" the Town may fund a portion of the generator...Fund raising may well be involved in implementing the landscaping plan. Solar is in the future. The signage will probably be funded by Building Fund money.

Funding decisions for the Finance Committee to address include:

How to handle newly received funds.

Deposit the Stedman Bequest in the Endowment Fund.

The Schroft money which had no restrictions (\$118,463.01) will be put in the Endowment Fund which was created to hold donations and gifts.

Funds are to be budgeted for the year of their expenditure

Section VII Performance Monitoring needs work. All funds need to be rebalanced.

Currently none of the funds are in strict compliance.

New Business:

Mike will contact Claudia Shiloh regarding rebalancing and investing the Stedman \$200,000.

Mike will incorporate the changes to the investment Policy for LBOT perusal.

Mike also thanked Bob for his work and for joining with the Finance Committee to discuss these issues.

The Sally Lawall money will go into the Materials Fund.

The meeting was adjourned by a roll call vote at 5:23 pm.

Respectfully submitted,

Candace Thayer