

Wolfeboro Public Library
Board of Trustees Meeting
October 4, 2013
Minutes

Present: Trustees: Michael Hodder, Linda Matchett, Jane Newcomb, John Sandeen, Candy Thayer;
Alternate Trustees: Prue Fitts, Barbara Wood; Library Director: Cindy Scott; Selectmen's Liaison:
David Bowers

The meeting was called to order at 1:35 PM by Chair John Sandeen.

John asked if there were any corrections to the minutes of the September 13, 2013 Trustees' meeting. Hearing none, Jane made a motion to accept the minutes as written. Mike seconded the motion, and it passed unanimously.

Treasurer's Report:

- Candy reported that the finances are in good shape.
- She will be meeting with Bob Woerheide in November to work on report formatting.
- She indicated the report includes payroll through August, and all statements are current as of 8/31/2013.
- The 4Q appropriation has been requested.
- Linda made a motion to accept the report. John seconded the motion, and it passed unanimously.

Librarian's Report:

- The report was sent electronically to the Trustees prior to the meeting.
- Cindy distributed the October calendar, and there was a brief discussion about the number and quality of the programs.
- She reported that many statistics are up including internet usage and reference questions, however, patron count is down.
- Cindy indicated that more patrons are coming to stay which has prompted many comments about the noise level in the library. Cindy and the staff continue to try to balance the needs of the various patrons (those who are studying, parents who bring children for a “play” date, etc.)
- Cindy read the comments received – both positive and negative.

Old Business

- Technology/Website/Branding – update: Cindy reported that a lot of progress has been made on the grant items. Of the \$10,000 awarded, \$5,095 has been spent. Training is the next item to be addressed. Cindy presented FirstTracks second logo submission, and there was a lengthy discussion.
- Building Issues: Cindy reported that the remaining thermostats have been replaced, but until the heating system is repaired they have not been fully tested.
- Library Garden: John reported that Jane, Cindy and John went to the Friends of the Library Board meeting to request a matching grant of \$400. The grant was approved. Linda Wilburton and her crew have made significant progress on clean up and planting.
- Committee Reports
 - Book and Author luncheon: Cindy reported that the Friends have already secured the authors for the 2014 B&A luncheon – Randy Susan Meyers and Jenna Blum.

- Friends of the Library – Summer/Fall Raffle: Jane reported that the raffled netted \$2,687 which is \$111 over last year, and the highest amount of net proceeds since implemented this fund raiser. She announced the winners.
- Budget 2014 – Update: Cindy distributed the Draft “Budget vs. Actual” report and indicated that the library is first on the agenda of the Selectmen's meeting. She confirmed which Trustees would be accompanying her to the meeting. There was a brief discussion.
- Other old business – None

New Business

- Other new business
 - Cindy reported that there was a discussion at the Department Head's meeting regarding the union vs. non-union salary increases, and the Department Head's indicated they would like to make a presentation to the Selectmen. John indicated the Library Board of Trustees supported Cindy and the other managers in their pursuit of this.
 - Cindy announced that two of the board members will complete their terms and not be renewing in February 2014. Trustees should consider who would make good replacements.

Candy made a motion to adjourn. Mike seconded the motion, and it passed unanimously. The meeting adjourned at 2:45 PM.

Respectfully submitted,

Linda Matchett
Secretary