

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES  
Wolfeboro Public Library  
September 12, 2014 Meeting Minutes

Present: Trustees – Prue Fitts, Michael Hodder, Linda Matchett, Candy Thayer; Alternate Trustees – Susan Raser, Carol A. Smith; Library Director – Cindy Scott; Selectmen's Liaison: David Bowers

The meeting was called to order at 1:33 PM.

Mike opened the meeting by asking if there was a need for a non-public session. Cindy replied that there was a need to discuss a personnel issue.

Mike asked if there were any corrections to the minutes of the August 1, 2014 meeting. Hearing none, Candy made a motion to accept the minutes as written. Prue seconded the motion, and it passed unanimously.

Treasurer's Report:

- Candy indicated that Bob Woerheide continues to work with Cindy and Candy to make the reports more useful and more reflective of actual activities. The 4Q town appropriation will be requested on Monday, September 15, 2014.
- Linda M. made a motion to accept the report. Mike seconded the motion, and it passed unanimously.

Librarian's Report

- Cindy reported that a donation was made to the Friends of the Library in honor of the library staff.
- There were no major issues with building mechanics.
- The new book bags are in with the new logo embroidered on them.
- Almost 9,800 people visited the library during August which was slightly lower than August 2013.
- The Library's new credit card should arrive during the next week. It is a generic card for the Library rather than in the name of the treasurer as in the past.
- The schedule for the town meetings was distributed. Dates for meetings with the Town Manager and Selectmen are to be determined.
- Thirty five applications were received for the position opening. Substitute Barbara Flaherty was promoted into the position, and additional substitutes selected from among the other candidates.
- The town employee appreciation event was held on Friday, September 5. Many town businesses donated gift certificates to be given to town employees.
- The new kiosk has been set up. It was purchased with money donated in honor of Jean Harriman who was a long-time trustee.
- Prue made a motion to accept the report. Mike seconded the motion, and it passed unanimously.

Mike asked if there was any public input. Wolfboro resident Gary Mason made a request that the library consider doing away with charging patrons fines for overdue materials. He commented that there is no evidence that fines prompt the return of materials, fines discourage some people, especially teenagers, from borrowing materials and it is a regressive fee that should not lead to revenue enhancement. He thanked the board for listening.

Old Business:

#### Committees – Reports

- Finance & Investments – Candy reported that the committee met with Zach Tarter of Edward Jones Investments to discuss the library's investments and transitioning from Fidelity to Edward Jones. Zach is a partner with Edward Jones and located in Wolfboro. The committee recommends that the library move our investments to Edward Jones. After a brief discussion Candy made a motion to transfer the library's Fidelity accounts to Edward Jones with Zach Tarter as the custodian. Mike seconded the motion, and it passed unanimously.
- Facilities – Garden: tabled
- Development
  - a. Summer Raffle – Cindy reported that income for the raffle is currently \$2,157 with expenses at \$152.
  - Human Resources – Linda reported that the committee's next meeting is on October 3, 2014 following the regularly scheduled Library Trustees' meeting. The committee will be reviewing three more policies at that time.
  - Building – Cindy and the architect have been communicating and a second drawing has been produced that seems to be closer to what is needed to make the library usable for another 20-25 years. The committee will be meeting to discuss what should be submitted at the CIP meeting.

Collection Development Policy: Mike reminded the Trustees that he had an action to contact the ALA to find out if they will allow us to edit the Freedom to Read Statement. They did not respond. There was a brief discussion after which Prue made a motion to remove the Freedom to Read Statement from the Collection Development Policy. Candy seconded the motion, and it passed unanimously.

#### 2015 Budget:

- Cindy reported that a zero percent increase is expected in all town budgets with the exception of wage and benefits. Cindy made a number of changes to the budget to meet the zero percent requirement including an increase to income through monies from the trust funds and reduction of other items such as building maintenance, library materials and staff development.
- She indicated the town is planning to increase the amount required for employee benefit contributions.
- After a brief discussion, Mike made a motion that the Library Board of Trustees wishes to express its concern to the Wolfboro Board of Selectmen about the inequity that appears to exist for compensation and benefit programs between

union and non-union employees. Candy seconded the motion, and it passed unanimously.

- Candy made a motion to accept the budget with Option one as presented by the library director with regard to an increase in the administrative assistant's hours. Prue seconded the motion, and it passed unanimously.

Other Old Business - None

New Business

- Cindy reported that the meeting room projector broke, and she has ordered new equipment that costs slightly less than \$2,000. She would like to use the monies donated to the People's Account.
  - Mike made a motion to allow Cindy to spend money from the People's Bank Account up to \$2,000 to replace the projector with the equipment on order. Candy seconded the motion, and it passed unanimously.
- Linda made a motion to accept donations in the amount of \$973.67. Prue seconded the motion and it passed unanimously.

Other New Business – Cindy reported that she will be on vacation the week of September 14, 2014.

Mike made a motion to leave public session to enter non-public session. Prue seconded the motion. Mike took a roll-call vote:

Mike: Yes  
Linda: Yes  
Prue: Yes  
Candy: Yes  
Susan: Yes  
Carol: Yes

The board entered non-public session at 2:43 PM.

The board re-entered public session at 2:53 PM.

Mike reminded Trustees that the next meeting will be October 3, 2014 at 1:30 PM.

Candy made a motion to adjourn. Linda seconded the motion, and it passed unanimously. The meeting adjourned at 2:55 PM.

Respectfully submitted,

Linda Matchett  
Secretary