

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES  
Wolfeboro Public Library  
December 5, 2014 Meeting Minutes

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

The meeting was called to order at 1:32 PM.

There was no need for an alternate voting member.

Mike opened the meeting by indicating there was a need for a non-public session to discuss a personnel issue.

Mike asked if there were any corrections to the minutes of the November 7, 2014 meeting. Hearing none, Susan made a motion to accept the minutes as written. Linda W seconded the motion, and it passed unanimously.

Treasurer's Report:

- There was a brief discussion about the report after which time, Linda made a motion to accept the report. Prue seconded the motion, and it passed unanimously.

Librarian's Report

- No report because of Cindy's absence. The report will be forwarded to trustees via email at a later date.

Public Input: None. There were no members of the public present.

Old Business:

Committees – Reports

- Finance & Investments:
  - Mike reported that efforts to move the investment accounts to Edward Jones have been abandoned, and indicated the committee recommended we go back to Fidelity. Prue made a motion to abandon efforts to pursue a relationship with Edward Jones and to maintain our relationship with Fidelity. Candy seconded the motion, and it passed unanimously.
  - Mike reported that former Library Trustee Claudia Foster still had signature authority on the Fidelity account. Mike made a motion to remove Claudia Foster as account holder and signatory on Fidelity account number XX-XXXX987. Candy seconded the motion, and it passed unanimously.
  - Mike made a motion to add the following members of the Wolfeboro Public Library Board of Trustees as authorized signatories on all checking accounts established for the Fidelity Investment Account # XX-XXXX987: Prue Fitts, Michael Hodder and Candy Thayer. Candy seconded the motion, and it passed unanimously.

- Facilities: No report.
- Development: No report.
  - Human Resources – The next meeting of the HR Committee will be immediately following the December 5, 2014 regular WPL Board of Trustees meeting.
  - Building
    - Candy reported that a nine page cost estimate has been received. Trustees received a “pared down” version of the report, but may review the full report if interested. She indicated there was a 10% project contingency, and the only items not included were the cost of moving and cost of renting temporary space. The estimate is below and very close to what was submitted to the CIP.

2015 Budget: Mike reported that the Budget Committee accepted the library's 2015 budget request, including the additional hours requested for the administrative assistant.

Other Old Business - None

New Business

- Wolfboro Library Foundation – Update: Candy reported the committee met this past week, and they are preparing to begin fund raising. The committee will begin considering naming opportunities for donors. A soft campaign will start during Summer 2015 with a full campaign to be launched in 2016.
- Request for Unpaid Leave – Discussion: Because of the confidentiality of this item, it was moved to the non-public session.
- Recommendation of Legal Counsel: Mike recommended that the library consider using an outside firm for legal representation. He recommended the firm of Mitchell Municipal Group, P.A. After a brief discussion Candy made a motion to engage the firm of Mitchell Municipal Group, P.A. located at 25 Beacon Street, Laconia, NH to represent the Wolfboro Public Library as needed. Linda seconded the motion, and it passed unanimously.
- Donations: Linda made a motion to accept donations in the amount of \$779.53. Prue seconded the motion, and it passed unanimously.

Other New Business – Prue commended the Friends of the Public Library for the beauty and creativity of their tree in the Festival of Trees.

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

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

The board entered non-public session at 2:07 PM.  
The board re-entered public session at 2:14 PM.

Public Input: None. There were no members of the public present.

Mike reminded Trustees that the next meeting of the Wolfeboro Board of Trustees will be January 2, 2014 at 1:30 PM.

Linda made a motion to adjourn. Susan seconded the motion, and it passed unanimously. The meeting adjourned at 2:16 PM.

Respectfully submitted,

Linda Matchett  
Secretary