

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Wolfeboro Public Library

Minutes December 4, 2015 Meeting

Present: Trustees – Prue Fitts, Michael Hodder, Linda Matchett, Candy Thayer, Linda Wilburton; Alternate Trustees: Bob Cain, Pat McLaughlin, Susan Raser; Library Director – Cindy Scott; Selectmen's Representative – David Bower

The meeting was called to order at 1:37 PM.

There was no need to appoint voting alternates.

Mike asked if there were any corrections to the minutes of the November 6, 2015 meeting. Cindy indicated the following corrections:

- Bob Voerheide was corrected to Bob Woerheide. Also, Bob V. was corrected to Bob W.
- Under 2016 Budget: "Selectmen" was changed to "Budget Committee."

Hearing no other corrections, Prue made a motion to accept the minutes as amended. Linda M. seconded the motion, and it passed unanimously.

Treasurer's Report:

- Candy reported that all town appropriations have been received, and line items are at anticipated levels. She indicated the 4000 series is down, but it is not surprising.
- Cindy and Mike attended the Budget Committee meeting on December 3, 2015. The committee had concerns about the amounts in the line items for Building & Repairs and Computer. The Committee also expressed concerns about the salary structures in town and the non-union salaries.
- Linda M. made a motion to accept the report. Prue seconded the motion, and it passed unanimously.

Librarian's Report

- Cindy distributed the written report via email prior to the meeting.
- She reported the first Library column was included in the Granite State News, and she is working with Tom Beeler to make the article more visually appealing.
- A book was returned by the descendent of a man who checked the book out many decades ago. A photo and small article were in the Granite State news about the return.
- There have been problems with lighting fixtures. Cindy is investigating the replacement of canisters and ballasts.
- There was a day without heat. Strogon came on a service call and replaced a failed belt.
- Cindy highlighted some of the statistics from the written report.
- Linda M. made a motion to accept the report. Linda W. seconded the motion, and it passed unanimously.

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

Old Business

Committees

- Finance & Investments – Mike reported that he reviewed our financial history with Fidelity and noted that the funds experienced heavy losses during June, July and August. The funds have since recovered to levels nearly at what they were before the “crash.” The materials fund recovered to above prior levels. Mike recommended that the Finance committee consider where the money is being invested. Candy indicated the subcommittee previously reviewed the investment philosophy, but it can be brought up at the January 2016 meeting.
- Facilities – No report.
- Development: No report.
- Human Resources: Linda M. reported that she met with Cindy (per discussions at the last HR meeting) to discuss organization structure, positions and salaries in general. As a result of the meeting, Linda will prepare information to present at the next HR meeting scheduled for immediately following the January 8, 2016 Board of Trustees meeting.
- Building Committee: No report.
- Foundation: The Foundation met this week. The interviews are being conducted this month and should be completed by December 22nd. CCS will make a presentation to the Foundation, who will then make a report to the full Board of Trustees as the January 8, 2016 meeting.

Friends of the Library: The Dollhouse raffle is complete, and a winner drawn. The raffle raised approximately \$250. The book sale is currently going on, and has been met with success. Two hundred dollars worth of books were sold on the first day of the sale.

2016 Budget update: This update was made under other reports.

Other Old Business: None.

New Business

- 2016 Holiday schedule: The schedule was distributed via email prior to the meeting. After a brief discussion, Prue made a motion to accept the schedule with the understanding that the Christmas schedule will be determined at a later date.
- 2016 Board of Trustee schedule: The schedule was distributed via email prior to the meeting. There was a brief discussion about the meeting date and time in general. The schedule will be tabled until Mike and Cindy can consider alternate options for meeting dates and times.
- Technology plan: This document was distributed via email prior to the meeting. There was a brief discussion after which Mike made a motion to accept the plan as presented. Linda M. seconded the motion, and it passed unanimously.
- Cate Trust Fund: A Cy Pres petition has been initiated by the Trustees of the Trust Fund. It is now in the hands of the courts. If approved, the library would receive a one-time bequest as well as a higher annual bequest.
- Bulletin board policy: This policy was distributed via email prior to the meeting. Prue made a motion to accept the policy as written. Linda W. seconded the motion, and it passed unanimously.

- Donations – Linda M. made a motion to accept donations in the amount of \$168.00. Mike seconded the motion, and it passed unanimously.
- Other New Business: None

Non-Public Session: None

Prue made a motion to adjourn. Linda W. seconded the motion, and it passed unanimously.

The meeting adjourned at 2:35

Respectfully Submitted,
Linda Matchett
Secretary