

Wolfeboro Public Library  
Board of Trustees Meeting  
July 8, 2016  
Minutes

Present: Trustees: Prue Fitts, Michael Hodder, Linda Matchett, Candy Thayer, Linda Wilburton; Alternate Trustees: Bob Cain, Pat McLaughlin, Susan Raser; Selectmen's Liaison: David Bowers

The meeting was called to order at 1:58 PM.

Minutes of Previous Meetings:

- Linda M. made a motion to accept the meeting of the June 10, 2016 BoT meetings. Mike seconded the motion, and it passed unanimously.
- Linda M made a motion to accept the minutes of the July 1, 2016 special BoT meeting, Mike seconded the motion, and it passed unanimously.
- Linda W. made a motion to accept the minutes of the joint meeting of the BoT and the WPL Foundation. Mike seconded the motion, and it passed unanimously.

Treasurer's Report. Mike indicated he had some concerns about line 630 Maintenance from which only 13% of the budget has been expended. He will discuss this with Cindy upon her return to work. Mike made a motion to accept the report as presented. Prue seconded the motion, and it passed unanimously.

Librarian's Report: Due to Cindy's absence this item was tabled.

Public Input: There were no members of the public present.

Old Business:

Committee Reports:

- Finance and Investment: No report
- Facilities: No report
- Development: No report
- Human Resources: A committee meeting will be held immediately following the regular BoT meeting on July 8, 2016 to discuss org charts and position description.
- Building: A meeting will be scheduled. Contracts will be signed by the time the meeting is scheduled.
- Foundation: There was a meeting held the morning of July 8, 2016. The Foundation is preparing to approach people.

Friends of the Library: No report

RFQ update: The attorneys have approved the wording of the revised architect's contract. Mike will be signing it shortly. The site engineer and construction management contracts have been signed. Bills are being paid as they arrive.

Other Old Business: None

New Business:

Alternate Trustee Opening: Bob Cain will be stepping down at the end of his term, so there is an opening.

Capital Improvement Budget Submittal: Mike explained the process and indicated that previous requests were \$5Million. This year's submission will include the original number, and the committee will be informed that the Trustees are in the process of reviewing the plans with the hope that a lower number can be reached. The 2017 CIP will be a more refined number.

2017 Budget Discussion: Because of Cindy's absence, this item was tabled.

Donations and Grants: Prue made a motion to accept donations in the amount of \$202.84. Linda W. seconded the motion, and it passed unanimously.

Other New Business:

- The Planning Board approved the lot merger. The Library must now pay the \$12 fee to the Carroll County Registry of Deeds to record the merger.
- Town Planner Rob Houseman has resigned effective 09/09/16. There are plans in the works to cover for him until a replacement is found.

Non-Public Session: None

The next meeting will be held August 5, 2016 at 1:30 PM.

Prue made a motion to adjourn. Linda W. seconded the motion, and it passed unanimously. The meeting adjourned at 2:20 PM.

Respectfully submitted,  
Linda Matchett  
Secretary