Present: WPL Trustees: Prue Fitts, Michael Hodder, Linda Matchett, Candy Thayer; Alternate Trustees: Pat McLaughlin, Susan Raser; Library Director: Cindy Scott; Selectmen’s Liaison: Q. David Bowers.

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

Susan was named a voting alternate.

Mike asked if there were any changes to the minutes of the July 8, 2016 WPL BoT meeting. Hearing none, Susan made a motion to accept the minutes as written. Mike seconded the motion, and it passed unanimously.

Mike asked if there were any changes to the minutes of the July 8, 2016 WPL BoT Public Hearing. Hearing none, Susan made a motion to accept the minutes as written. Mike seconded the motion, and it passed unanimously.

Treasurer’s Report: Candy indicated the 3rd quarter payment has not been received from the town as requested three weeks ago. Cindy made a follow up phone call, and the payment will be processed soon.

Librarian’s Report: Distributed via email prior to the meeting. Highlights include:

- Two air condition units failed mid-July, and have since been repaired.
- A problem in one of the restrooms resulted in minor flooding extending throughout the restroom and under the wall to spread into the back of the meeting room.
- The library recently migrated internet access from Metrocast to Bayring Communications which has resulted in greater bandwidth and access speed.
- The children’s kiosk has been installed and has been very popular.
- The library website was hacked, and some of the content rearranged.
- The program flyer was distributed.

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

Old Business:

Committees:

- Human Resources:
  - Linda presented the current and proposed organizational chart. Discussion followed without a vote as it was determined none was necessary at this time.
  - Linda presented position descriptions for all library positions with the exception of library director. Discussion ensued during which some changes were made. Susan made a motion to accept and adopt the descriptions as amended. Mike seconded the motion, and it passed unanimously. Linda will make the changes and distribute the final documents with the minutes.
- Building Committee: Candy indicated the committee is meeting every Thursday morning with the architect until October 1, 2016. The architect is doing a great job of leading the
meetings, and seems to be mindful of the Library’s financial goals for the project. The engineers came to review the building.

Library Foundation: The Foundation is meeting every other week. They are holding a series of small cocktail parties to present materials regarding the project and answer questions. The next party is scheduled for August 10, 2016.

Friends of the Library Update: Cindy indicated the FOL purchased a children’s kiosk, and it has been installed. (See Librarian’s report). The book sale continues, and sales are currently at $1,125.

2017 Budget Review and Discussion: Cindy indicated that the Library budget will be one of the last to be reviewed. Mike encouraged Trustees to attend the interview/meeting. Cindy distributed the regular budget. Discussion and feedback was given. Mike highlighted part of the memo that David Owen issued regarding the upcoming budget in light of current economic conditions.

Other Old Business: None

New Business:

By Law Change: Susan made a motion to add the following to the By-Laws of the Wolfeboro Public Library - Section 6.7: Building Committee: The Building Committee shall oversee all activities relating to the Wolfeboro Public Library’s building program. Linda seconded the motion, and it passed unanimously.

Donations and Grants: Prue made a motion to accept donations and grants in the amount of $4,049.71. Susan seconded the motion, and it passed unanimously.

Other New Business:

- Mike thanked Susan and Pat for renewing their terms as alternate trustees.
- Mike announced that a party held in honor of Rob Houseman will be on September 6, 2016 from 4:00 – 6:00 PM.
- Mike indicated that because of Candy’s responsibilities as liaison between the WPL Trustees and the WPL Foundation, she needs to step down as treasurer. Mike asked for volunteers. Prue made a motion to elect Mike as Treasurer Pro-tem. Susan seconded the motion, and it passed unanimously.

Non-public: There was no need for a non-public session.

Prue made a motion to adjourn. Linda seconded the motion, and it passed unanimously. The meeting adjourned at 2:48 PM.

Respectfully submitted,
Linda Matchett
Secretary