



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES
Barry Oremland - Chairperson
Elizabeth Chase - Secretary
Jennifer Marciello - Treasurer
Marian Rosoff Encarnacion
Jane Blair

Library Board of Trustees Meeting August 8, 2023

The August 8, 2023, meeting of the Library Board of Trustees was held in person at the Walpole Public Library; meeting information and agenda were shared with the Town Clerk. Trustees Present: J. Blaire, E. Chase, J. Marciello, B. Oremland,. Also Present: Library Director S. Genovese; Incoming Assistant Director, J. Viveiros; Community attendance: Foxboro Resident, Madeline Champagne; Not present: M. Rosoff Encarnacion.

1. Call to Order

- The Board of Trustees Meeting was called to order at 7:05pm by B. Oremland.
- Open forum/Citizen Input
 - Madeline Champagne
 1. Has worked with Walpole Peace and Justice for many years and is an active participant in community programming
 2. Member of the Foxboro Democratic Town Committee; reports information about gun violence to the community
 3. Created a memorial to the victim of mass shootings that entails taking beach rocks with the date and location of each mass shooting in the US; 430 so far in the United States in 2023. Numbered for sequencing, black ribbon for those killed, hears for those injured
 4. Planning to continue through 2023; rocks are loose and can be arranged as people prefer; attended meeting to share information on possible arrangements of the materials
 5. Looking for potential installation sites
- Minutes for May 16, 2023, passed by vote of 4-0-0; Minutes for June 27, 2023, 4-0-0.

2. Reports:

- Director's report
 - Amount of money returned to town from FY23 was approximately \$8200 from salary savings due to personnel changes
 - Personnel:
 - Technical services staff on medical absence
 - Young Adult Librarian has resigned; Job has been posted, waiting on additional applicants. Full-time, benefitted position.
 - Laptops for the children's department that did not meet needs have been returned; items were intended for summer use so we will be looking at planning and needs for a possible future order



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- Director shared examples of Library of Things item storage and barcodes
 - Question raised about providing card that shows what the parts are that are included with each item so that patrons know what components need to be returned
 - Testing the reservation system and need trustees to approve circulation policy
 - Goal is to have the Library of Things live at the end of the month
 - Tree that was blocking the security camera has been removed.
 - EV Chargers site agreement was approved by the Selectboard and signed by the Town Administrator and has been submitted; Eversource and the contractor will be working together to determine a date for installation.
 - Friends of the Library Report
 - Friends of the Library have not met since our previous meeting
 - Friends ordered the light table for Children's Area. We do not have an expected delivery date yet.
 - Parent Advisory Board Report
 - Parent Advisory Board generally does not meet in July; assisted with summer reading in June. Will be following up with Nikki regarding the end of the Summer Reading Program
 - Endowment Trust Report
 - Endowment Board has not met.
3. Action Items
- Endowment Invoices
 - Three invoices received from Go Daddy (\$115.85 for Web site domain five year subscription), iRead (\$51.98, Summer Reading Program), and Thrasher (\$56.95, Two-year skateboarding magazine subscription). A total of \$224.78 to be paid from the endowment by a vote of 4-0-0.
 - Policy Approvals
 - Library of Things policy (new policy), Meeting Room policy (revisions), and Study Room policy (revisions), approved by a vote of 4-0-0.
Additional note: The Library will provide notice in early fall, and then beginning in October patrons will need to provide a library card number in order to book study rooms online.
4. Old Business
- No old business
5. New Business
- ARIS Statistics



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- ARIS: Annual Report Information Survey data has been submitted for this year.
- Total physical circulation has increased 14.98% from FY2022 to FY2023; this was a general increase across all areas, rather than specific item types. Periodicals and music CDs have remained static.
- Non-resident circulation increased by 16.55%; this is the number the state uses to reimburse the town as part of its state aid formula
- Program attendance increased by 57.22%, largely due to Friends programs that have become more regular over the course of the year; Library book clubs and other programs generally have smaller, regular attendance. Programming in the Children's room has increased substantially, along with attendance, largely due to the ability to provide additional hours for the Children's Programmer.
- This year we will meet the municipal appropriations requirement for the financial portion of ARIS and will not need to submit a request for waiver.
- WPL Recognition opportunities
 - Citizens raised funds for a plaque dedicated to Sandra McGrath for the Children's Play Area.
 - We have received a proof from the vendor that has been approved by Kristen Kohlmeyer on behalf of the group raising the funds.
 - Director is in conversation with the vendor to ensure the design and colors match other Recognition Opportunity plaques.

Adjourned at 8:13pm by a vote of 4-0-0.

Next meetings of the Library Trustees: Next proposed meeting dates 9/19, 10/17, 11/21. These meetings will be held in person at the library.

Submitted by E. Chase