



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Sheila Harbst, Jennifer Marciello

Board of Trustees Meeting

February 16, 2021

The February 2021 meeting of the Library Board of Trustees was held with members participating remotely via Zoom, following the Order Suspending Certain Provisions of the Open Meeting Law G.L.c.30A Section 20. Public Forum Login information had been posted as being available by contacting the Library Director.

Trustees Present: L. Czachorowski, D. McElhinney, S. Harbst and B. Oremland. J. Marciello joined meeting after review and vote on January minutes.

Also Present: Library Director S. Genovese and Assistant Director M. Riportella

1. Board of Trustees Meeting was called to order at 7:02 PM by D. McElhinney.
2. Minutes for January 19, 2021 meeting were reviewed and approved by roll call vote of 4-0-0.
3. Reports:
 - Library Director:
 - The library budget for FY2022 was approved at the February 8 Finance Committee meeting.
 - A new roof leak was identified near the clerestory windows. Sal has successfully prevented a recurrence of the leak by removing surrounding snow.
 - During January, the Community Room had 19 meetings scheduled by the Walpole Public Schools for one-on-one testing of students.
 - The Virtual Book Club hosted 10 participants.
 - The Children's Department held four programs with 45 participants.
 - Study rooms were reserved by 95 patrons.
 - With one express internet work station and five one hour work stations available to the public, 401 sessions were held.
 - During January, 3,826 patrons were recorded as entering the library.
 - Direct circulation of library materials totaled 9,199, including in-person, curbside pick-up, and delivery. The library delivered to 7 households.
 - Patrons downloaded or streamed 5,115 items from Hoopla, Overdrive, RBDigital and Kanopy. This use of on-line services represented 35.73% of the library's total circulation (14,314 items).

- RBDigital has been purchased by OverDrive. Magazines, as well as ebooks, will now be listed on the OverDrive web site.
- A Library Instagram account has been established.
- A redesign of the library website by Sal and Molly is in process.
- Special projects during January included:
 - a. Children’s valentine craft kits, all 37 taken by end of January
 - b. “Blind Date with a Book”
 - c. Book Bundles, collections by topic
 - d. Seven STEAM kits, now catalogued and in circulation
- Possible “Library of Things” items to be catalogued and placed on loan include puzzles, projectors, and lap tops. Policies and procedures for loaning these items will be established.
- A Review of E-materials circulation showed a dramatic rise throughout 2020. April ‘20 saw a 91% increase in circulation over April ‘19. The increase persisted with Dec ‘20 e-materials use greater than Dec’19 by 35%.
- In honor of Black History Month, a poster display of Black Leaders, from collection of Steven Lewis, is on display in the Community Room and the front lobby gallery.
- American Red Cross awarded the Walpole Library a Certificate of Appreciation for hosting many successful blood drives during 2020.
- Friends of the Library:
 - The Friends held 4 Zoom events with 118 people attending during the month of January.
- Parent Advisory Committee:
 - A meeting of parents with Sal and Molly proved fruitful with good discussion of roles. Regular monthly meetings are now planned.
 - Book Bundles and craft kits have been well received by families.
- Endowment Trust:
 - Invoices have been submitted for payment by the Endowment Trust.

OverDrive	\$682.44	Downloadable books and audio
OverDrive	\$975.94	Downloadable books and audio
Total Expenditures	\$1,658.38	

Payment of these invoices was approved by a roll call vote of 5-0-0

4. Old Business:

- COVID-19 Update
 - Governor Baker has increased permitted occupancy to 40%.
- Updated Bulletin Board and Study Room policies were reviewed and approved by a roll call vote of 5-0-0
- Installation of a charging station for electric vehicles in the library parking lot was revisited. Sal will get back in touch with vendors to review possibilities.

5. New Business:

- Girl Scout Troop 82079 was granted permission, by vote of 5-0-0, to conduct a cookie sale in the library parking lot on Sunday, March 7.
 - Sal gave a report on recent library personnel changes:
 - Two library clerks recently retired, one in November 2020 and one in February 2021. A third clerk plans to retire mid-March.
 - Two of these positions will be filled by new hires, starting next week, thereby providing full coverage of the desk, with 3 clerks at all times, Monday- Friday.
 - Sal anticipates directing the third opening to cover a part time children's programmer position of 16 hours per week, making it possible to provide children's programs every other Saturday.
 - Sal will also explore the possibility of hiring a Young Adult librarian later in 2021.
6. Meeting was adjourned at 8:06 PM by roll call vote of 5-0-0.
7. Next scheduled meetings of the Library Trustees will be held on: March 16, April 20, and May 18, 2021.

Submitted by L. Czachorowski,

March 15, 2021