



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Robert Damish — Chairman

Helen A. Connor - Secretary

E. Hunt Bergen

Helen B. Howard

David J. Wildnauer

Trustees Present: H. Bergen, H. Connor, R. Damish, D. Wildnauer

Library: S. Genovese

FEBRUARY 2016

1. Next meeting dates set for Mar 8, Apr 12, May 17.
2. January 19, 2016 Trustee meeting minutes approved 4-0-0.
3. Director's Report:
 - a. Reviewed January 2016 Director's Report, including museum pass updates.
 - b. Endowment Invoices totaling \$2,693.94 (Growing Minds Muzzy World of Languages online \$1600.00 and Gale Engage \$1093.94) reviewed and approved 4-0-0.
4. Old Business:
 - a. Strategic Plan update:
 - i. S. Genovese ran a test using Survey Monkey. Free version only submits first hundred responses, so the Library will purchase a few months of paid service out of the Endowment Fund. Scheduled to go live May 2016. Suggestions made for how to notify public about the survey.
 - ii. Mission statement needs to be addressed and will be reviewed at upcoming Board meetings.
 - iii. 3 initial focus groups taking place this month (Neponset Chamber of Commerce, Walpole Womens Club, local book club). Additional focus groups from additional constituencies to be scheduled.
 - b. Scanner arrived and Library Staff has started a digitization project, beginning with past Walpole Town Reports. This will be followed by the "History of Walpole," EPA reports, and additional materials still to be determined. Digital formats of these publications will be made available via BiblioBoards.
 - c. Reviewed recognition plaque for former Endowment Board Trustees, James Manninen and Robert MacDonald.
 - d. S. Genovese had a follow-up conversation with the Friends regarding gift proposal.
 - e. Discussed proposal from Adtech Systems for Community Room AV upgrades. S. Genovese to arrange visit to an Adtech Systems' client to view actual installation. Discussion to continue at March 2016 meeting.
5. New Business:
 - a. Problem with the parking lot ramp being plowed in during snow storms. Proposal to have a heated ramp installed outside of the door from the parking lot. S. Genovese to research costs.
 - b. The Library is exploring the additional of new online/audio foreign language options.
 - c. Endowment Board met with new Board members and Janney Montgomery Scott LLC on Feb 9, 2016. Elected a new Chairman and Treasurer. Discussion focused on process and investment strategies. Next meeting is May 3, 2016.
6. Meeting adjourned at 9:15pm.

Submitted by H. Connor, February 9, 2016.