



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Sheila Harbst, Jennifer Marciello

Board of Trustees Meeting

March 16, 2021

The March 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, B. Oremland and J. Marciello

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

1. Board of Trustees Meeting was called to order at 7:03 PM by D. McElhinney.
2. Minutes for February 16, 2021 meeting were reviewed and approved by roll call vote of 5-0-0.
3. Reports:
 - Library Director:
 - The Assistant Children’s Librarian will be retiring effective June 25, 2021.
 - Two recently hired Clerks have begun work at the library.
 - Molly Riportella, Assistant Director, is planning to take an eight week maternity leave, beginning in April.
 - Two new lap top computers are being purchased for the Library Director and Assistant Director, replacing outdated computers, and facilitating communication during Riportella’s maternity leave. The cost of \$1,500-1,700 will be covered by State Aid funds.
 - Overdrive, the library’s current source for eBooks, has recently purchased RBDigital, our source of magazines. Going forward, eBook and magazine databases will be united and patrons will access magazines via Overdrive.
 - The library received a \$20.00 donation in the memory of Beverly Fucile.
 - The MBLC certified the Walpole Public Library for FY2021 at their March 4 meeting.
 - During February, 3969 patrons were recorded as entering the library.
 - The Community Room had 22 meetings, most scheduled by the Walpole Public Schools for one-on-one testing of students. The Virtual Book Club hosted 8 participants. The Children’s Department held 11 programs with 116 participants. Study rooms were reserved by 89 patrons.

- Direct circulation of library materials totaled 9,989, including in-person, curbside pick-up, and delivery. The library delivered to 7 households. Patrons downloaded or streamed 3,632 items from Hoopla, Overdrive, RBDigital and Kanopy. This use of on-line services represented 26.66% of the library's total circulation (13,621 items).
- Friends of the Library:
 - The Friends are planning zoom events during April for Earth Day celebrations, to include a talk about an oil spill and another about Walpole hiking trails.
- Parent Advisory Committee:
 - Parents have appreciated positive social media communications and STEAM kits. St Patrick's Day craft kits, prepared by parents, flew off the library shelves in a single afternoon!
- Endowment Trust:
 - A gift of \$5,000, from an anonymous donor, has been received.
 - Invoices submitted for payment by the Endowment Trust:

New York Times Subscription	\$928
Hoopla- downloadable books & audio	\$1261.38
Total Expenditures	\$2,189.74
 - Payment of these invoices was approved by a roll call vote of 5-0-0

4. Old Business:

- COVID-19 Update:
 - As of March 22, per Governor Baker, permitted library occupancy will increase to 50%, or 300 people. The Walpole Library plans to continue with observing the present limit of 30 people.
 - Kara is planning an April outdoor story time for children, limited to 9 or 10 families, with a Community Room weather backup plan.
- Update on website redesign:
 - Present library web site is outdated. Current web site maintenance cost is ~\$6,700/year.
 - Vendor quotes are being sought for new branding and web site design. Costs expected to be in the \$27-\$30 thousand range.
 - Details will be presented at the Trustee's April meeting.

5. New Business:

- Revised 2021 Calendar:
 - Calendar will be reviewed and brought to a vote at April meeting.
- EV charging stations:
 - Report on proposals and quotes from two vendors will be presented at April meeting.
- Printer leasing proposal:
 - Possibility of leasing 8 new printers at \$290/month with vendor-provided toner was raised. Cost comparisons with current system and permissibility by Town will be discussed at April meeting.
- Earth Day observance:
 - Featuring Earth Day during month of April via book displays and programming was discussed.

6. Meeting was adjourned at 8:08 PM by roll call vote of 5-0-0.
7. Next scheduled meetings of the Library Trustees will be held on: April 20, May 18, and June 29, 2021.

Submitted by L. Czachorowski,
April 20, 2021