



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, H. Howard, D. Wildnauer

Library: S. Genovese

Public Forum: Phil Czachorowski

MAY 2016

1. Next meeting dates set for June 21, July/August date TBD, September 20.
2. April 12 2016 Trustee meeting minutes approved 5-0-0.
3. Report:
 - a. Reviewed March 2016 Director's Report.
 - i. Library has been experiencing intermittent power outages.
 - ii. Facilities needs to change exterior lights.
 - b. Endowment Board met on May 3rd and moving forward with new organization.
 - c. Endowment Invoices totaling \$5,914.34 (periodicals, Consumer Reports, E-books, and children's books) reviewed and approved 5-0-0.
4. Old Business:
 - a. Strategic Plan: Survey is still live and additional focus groups to be conducted over the summer, but S. Genovese is beginning to organize initial results.
 - b. Community Room update: Reviewed two quotes for AV upgrades and the Trustees made a recommendation to move forward with the NEDI quote. Friends of the Library to review quote prior to final approval. S. Genovese to have lights set to height that works best with new projector and screen. Motion made for Library to cover labor cost, not to exceed \$5000, approved 5-0-0. Friends of the Library to cover equipment and materials.
 - c. P. Czachorowski and H. Connor presented draft of Library artwork RFP to the Trustees. Recommendation made to move forward. Friends of the Library to review next.
5. New Business:
 - a. The Walpole Times is now offering digitization services. Proposal reviewed, motion made not to exceed \$7500, and approved 5-0-0. Library to proceed with the most recent 25 years.
 - b. S. Genovese to have a landscaper come in for garden maintenance.
 - c. APEX to come out for garden roof maintenance. Quote reviewed and motion made and approved 5-0-0. To be paid out of State Aid.
 - d. Proposal for additional metal bench. Quote reviewed and motion made and approved 5-0-0. To be paid out of State Aid.
 - e. Table received from the Walpole Co-Operative Bank. To be placed in the Pinnacle Room.
 - f. Library Trustees reviewed new proposal for temporary fire station to be placed next to Blackburn Hall.
 - g. Library Trustee, H. Howard's term has ended. The Library Trustees would like to thank Helen for her service to the Library.
6. Meeting adjourned at 8:35pm.

Submitted by H. Connor, May 17, 2016.