



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Robert Damish, Sheila Harbst

Board of Trustees Meeting November 20, 2018

Trustees Present: L. Czachorowski, S. Harbst, D. McElhinney, B. Oremland

Library Director Present: S. Genovese

Trustee Absent: R. Damish

1. Call to Order:

- a. Meeting was called to order at 7:15 PM by D. McElhinney.
- b. Minutes for October 16, 2018 meeting were discussed and approved, 4-0-0.

2. Reports:

a. Director's Report:

- Attractive cork coasters, for use by patrons in meeting rooms, have arrived.
- A recent tour of the new Council on Aging Building included discussion of plans for shelving a rotating selection of large and regular print books, DVDs, and CDs for use by senior citizens.
- A Multicultural Family Evening at Bird Middle School on November 13 provided an opportunity for community outreach by the Walpole Library. Seven new library cards were registered and many questions answered.
- Written policies governing archived images and items, in place at libraries in neighboring towns, will be reviewed and reported on at January meeting.
- During the month of October, patrons downloaded or streamed 2,395 items. This represented 14.37% of the total circulation figure.

b. Friends of Library Report:

- Dr. John Warner, the Massachusetts State Archivist, will speak at the Annual Meeting of the Friends of the Walpole Public Library on December 3, 7:00 PM.

c. Endowment Trust Report:

- Quarterly disbursements from the Endowment Trust are still to be re-established by the Endowment Treasurer.
- The Endowment Committee needs to hold a meeting, to vote on re-appointment of Susan Brown, prior to the expiration of her term on January 1, 2019.

3. Action Items:

- No Endowment Invoices were submitted for approval.

4. Old Business:

- The cost/benefit of replacing current lighting with LED lights has been assessed by a consultant. Placement of LED lights in the Community Room is now under consideration.
- Elimination of fines for children's and young adult's books will be addressed at January meeting.
- A review of library printing and copying costs indicates that the present per page charge to patrons of \$0.15 for black/white and \$0.30 for color plus a recent printing toner vendor change is enabling the library to meet the cost of providing this service. The Library's Revolving Fund shows a current balance of \$6,282.76.

5. New Business:

- The proposed FY2020 library municipal budget was reviewed. An increase in the cost of utilities and the inclusion of funds to expand library hours in September 2019 was noted.
- A proposal for placing new video message display monitors at the Reference and Circulation desks was discussed.

6. Adjournment:

- a. Meeting Adjourned at 8:50 PM.
- b. Next meetings scheduled in 2019: January 15, February 19, March 19

Submitted by L. Czachorowski, November 28, 2018