



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Marion Rosoff Encarnacion,

Jennifer Marciello

Board of Trustees Meeting

Held in the Pinnacle Room of the Walpole Public Library

October 19, 2021

Trustees Present: L. Czachorowski, D. McElhinney, B. Oremland, M. Rosoff Encarnacion, J. Marciello

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

1. The Board of Trustees Meeting was called to order at 7:04 PM by D. McElhinney.
2. Minutes for September 21, 2021 meeting were reviewed and approved by vote of 5-0-0.
3. Reports:
 - Library Director:
 - Two library clerks have resigned, effective on October 12 and 27. These positions have been posted internally, will subsequently be posted on the MBLC job board and town web site.
 - Application for federal re-authorization of the library's wireless PA system was filed with the FCC. When approved, this authorization will be effective until 2032.
 - Interior doors at library entrance have been repaired.
 - A recurrence of HVAC malfunction has been reported to Building Maintenance.
 - Trees planted at one side of the library have grown too close to the building, will be removed.
 - Paperwork for a FY2022 certification waiver is ready for submission to the Mass. Board of Library Commissioners.
 - The library recorded 8,037 visitors in September. 86 meetings were held in the library; 2 were held via Zoom. The Adult Department held 9 programs with a total of 56 attendees. The Children's Department held 25 programs with 574 participants. Study Rooms were used 221 times. 440 sessions were logged on the Public Internet workstations.
 - Direct circulation of materials in September was 11,201. This represented an increase of 59 percent over the circulation of 7,033 in September 2020. (Note: direct circulation in September 2019 was 14,008.) The library home delivered materials to 9 households in September.
 - Patrons downloaded or streamed 3,931 items from Hoopla, Overdrive, and Kanopy in September.

- Several Library Book Clubs were scheduled to start in September including: Thursday Evening, Monday Afternoon, Friday Morning, and a Cook Book Club. A virtual presentation of a play, “We Did It For You”, is scheduled for November 4.
- Friends of the Library:
 - Some upcoming Friends programming may be presented as hybrid, most will be carried via Zoom.
- Walpole Library Parent Advisory Board:
 - The Parent Board sponsored a successful Halloween costume swap. They are planning to draw up a list of supplies needed for craft kits and other library projects.
- Endowment Trust:
 - No meetings have been held; accounts are holding steady.
- 4. Action Items:
 - Endowment Fund payment of an Invoice from Kanopy, in the amount of \$1,500.00 for the video streaming database, was approved by a vote of 5-0-0.
 - Library fines for overdue books will resume on November 1. This will be announced on the library web site.
 - Revised library policies including Museum Passes, Obtaining a Library Card, Fees and Loan Periods, and Lost Materials were all approved by a vote of 5-0-0.
 - The 2022 Calendar for the Walpole Public Library was also approved by a vote of 5-0-0.
- 5. Old Business:
 - The library is planning to move forward with development of a new web site by TOMO360, a web site design company located in Lowell, Massachusetts. Their low quote of \$15,500 included web site development, an event calendar, branding, IT support, and training of library personnel. Funds for this work will be paid out of the State Aid account. Paper work will be filed in the next few weeks, anticipating start-up of the new web page in the spring of 2022.
 - Library acquisition of an EV Charging Station will be managed by David Ruggiero, Walpole’s Energy Manager. Funds for the charging station will be drawn from “Green Energy Money” awarded to the library when it was built, in 2012, as a LEEDS certified building.
- 6. New Business:
 - A Teen Advisory Board has started meeting to support Young Adult Programing. Participation of teens in library activities is gradually picking up. A group called the Anami Club has also been formed.
 - The library has written two letters of support for applicants of Walpole Cultural Council grants. If successful, these programs might be scheduled for the spring of 2022. One recipient of a Cultural Council grant will be presenting a play, “We Did It for You”, via Zoom, at the library on November 4th.
- 7. Meeting was adjourned at 8:15 PM by vote of 5-0-0.

Next meetings of the Library Trustees: 11/16, 12/21 and 1/18/2022

Submitted by L. Czachorowski,
October 25, 2021

