



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Robert Damish, Sheila Harbst

Board of Trustees Meeting October 16, 2018

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

Library: S. Genovese

1. Call to Order:
 - a. Meeting was called to order at 7:00 PM by D. McElhinney.
 - b. Minutes for September 18, 2018 meeting were discussed and approved, 5-0-0.
2. Reports:
 - a. Director's Report:
 - The custodian was commended for excellent work in repairing and repainting walls throughout the library.
 - An inspection by the Town Building Inspector was conducted on 10/12/2018. A need for cleanup in some storage areas was noted.
 - An antique postcard collection of historical interest for Walpole, recently donated to the Walpole Public Library, will be placed in the library's historical archives.
 - The 2020 Budget will be presented at the November 20 Trustee's meeting.
 - 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:
 - The Endowment Treasurer will be re-establishing quarterly disbursements now that the transfer of funds to Vanguard has been completed.
 - The Endowment Committee will 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.
 - The FY2019 Action Plan was reviewed and approved 5-0-0.
 - The 2019 Library Calendar was reviewed and approved 5-0-0.
4. Old Business:
 - Installation of additional solar panels will require obtaining sealed bids. The Walpole Town legal counsel can help with the production of bid documents.

- The cost/benefit of replacing current lighting with LED lights will be assessed by a consultant and reported at the Nov. 20 meeting.
- Planned elimination of fines for children's and young adult's books was discussed. Small loss of income from fines will be brought to attention of the Town Administrator with anticipation of new policy going into effect on January 1, 2019.

5. New Business:

- The Inclement Weather Policy of the Walpole Public Library, as updated in October 2018 was approved. 5-0-0
- Appropriate use of images and items in the Library Archive collection by outside organizations was discussed. A decision was made that the Trustees must review and vote to give permission for any such requested use.
- The prohibition of commercial advertisements in the library was affirmed.
- The receipt of a Memorial Gift for Beverly Marston from the Junior Women's Club of Walpole was gratefully acknowledged. D. McElhinney noted that: "The library was well served with Beverly's wisdom and enthusiasm during her tenure as a Trustee."
- A graphic design for coasters to be placed in meeting rooms was reviewed.

6. Adjournment:

- a. Meeting Adjourned at 8:55 PM.
- b. Next meetings scheduled: November 20, December 18, January 15

Submitted by L. Czachorowski, October 23, 2018