



## WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

David J. Wildnauer – Chairman

Helen A. Connor - Secretary

E. Hunt Bergen

Robert Damish

Helen B. Howard

Board of Trustees Meeting

September 16, 2014

Trustees Present: H. Connor, R. Damish, H. Howard, D. Wildnauer

Library: S. Genovese

1. Public Forum: no attendees so no issues discussed.
  - a. Question raised by R. Damish regarding when the custodians are present at the Library.
2. Next meeting dates set for 10-21, 11-12, 12-16.
3. July 15 Trustee meeting minutes approved 4-0-0.
4. Director's Report: July 14 report reviewed and briefly discussed.
5. Action Items
  - a. Trust Fund Invoices: Overdrive (e-books) for \$4000, ProQuest (Heritage Quest) \$1775.50 and Book Page (Readers Advisory Magazine) \$480 for a total of \$6255.50. Approved 4-0-0.
6. Old Business:
  - a. None of the members showed at the Endowment Trustee meeting that was scheduled for today. Any action items related to this are being pushed to the December meeting. Sal is expecting the next quarter's disbursement on Oct 1st.
  - b. Norwood Garden Club came to weed the garden.
  - c. The "Fantastic Friend's Award" submission was made by Sal.
  - d. Sal presented proposals from vendors offering to place a phone charging station in library. Additional quotes to be obtained. Discussion surrounding policy and logistics related to how this would be implemented.
  - e. Library readerboard and the Town website updated with how to contact the Trustees.
  - f. Union contract negotiations are nearing completion. The Union met in late August and settled on a cost of living increase, new hires will have a different insurance structure, electronic pay stubs to be implemented, and July 3rd declared a holiday. The Union still needs to ratify the contract, then the Finance Committee and the Selectman have to review it. It will then go to Town Meeting for final approval.
  - g. Facilities took care of caulking on the roof. They are contacting the roofing manufacturer to review what must be done. They are also bringing someone in to look at the fiber cement board in the large print area to determine exactly what is occurring to cause the leaks. Sal is working with Don in Facilities.
  - h. Don has confirmed that Anderson Electric will be installing the new hand dryer. A date is still to be determined.
  - i. Sal attended the Friends meeting and presented the sources of Library funding to the group. The Friends had questions related to a gift that had been made for

the purchase of books, which Sal addressed. Sal obtained a quote for a table the Friends would like to purchase to set-up a display table to support their programming.

7. New Business:

- a. Sal presented several scenarios related to possibly extending library hours. Discussions to be continued and Sal to report back at next meeting.
  - b. Sal presented a Circulation Policy for Trustee review. To be discussed further at the next meeting.
  - c. A patron contacted Sal about donating two walkers to the Library. Concern regarding liability and storage. Sal to research further and report back.
  - d. Dave W. brought up issue of following up on outstanding facility issues with Town Hall. Trustees agreed 4-0-0 best to proceed with upgrading lighting in the Children's Room and paying for it out of State Aid, not to exceed prior approval.
  - e. Sal informed Trustees about that the MBLC is offering Trustee orientations.
8. Meeting adjourned at 9:01pm.

Submitted by H. Connor, September 16, 2014