



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

David J. Wildnauer AIA — Chairman

E. Hunt Bergen

Helen A. Connor

Robert Damish

Helen B. Howard

Board of Trustees Meeting
February 18, 2014, Walpole Public Library

Trustees Present: H. Bergen, H. Connor, H. Howard, D. Wildnauer, Library: S. Genovese

1. Previous January 30 meeting minutes approved 4-0-0.
2. Next meeting dates set for 3-25, 4-15, 5-20
3. Director's Report:
 - a. Staff training being held on Feb 27th with the WPD.
 - b. Library usage is flat, circulation is relatively lower than the previous period (which is typically an indicator of an overall economic upswing), and meeting room usage is up and new groups continue to take advantage of the Library.
 - c. Solar panel work has been pushed to mid-March due to the snow covering the panels. The solar panels are down due to the heavy snow coverage.
 - d. Finance Committee met on Feb 10th, the budget was approved.
 - i. The electric budget line move has been approved, effective FY2015. Sal G. has a process in place to monitor usage.
 - ii. Questions were raised regarding the overtime budget (\$1800). This is a very specific budget line which has been in place dating back to the previous Director and has never been exceeded.
 - iii. Room fees were discussed. The consensus is that charging usage fees is not necessary at this time.
4. Action Items:
 - a. Invoice totaling \$950 (Value Line) reviewed and approved 4-0-0.
 - b. Donation policy needs to be reviewed before suggestions made for the Trustees to review. Sal to submit materials in the near future.
5. Old Business:
 - a. Frank Quinn received a quote to digitize a select group of photogravures (\$2040). \$1000 has been received from from the WCC and he will request the additional funds from the Friends of the Library group.
 - b. Dave W. to research dryer alternatives for the ladies restroom.
 - c. The faucet in the staff room needs to be replaced.
6. New Business:
 - a. Dave W. submitted a letter to the editor of several of the local papers thanking the Norwood Evening Garden Club.
 - b. Library liaisons discussed and appointed:
 - i. Finance Committee - Robert Damish
 - ii. Friends of Library - Helen Connor
 - iii. Endowment Trust - Sal Genovese
 - iv. Building/Facilities - Hunt Bergen
 - v. Personnel - Helen Howard
7. Meeting adjourned at 8:25pm. Next meeting scheduled for Mar 25, 2014.

Submitted by: Helen Connor, February 18, 2014