



## WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Sheila Harbst, Jennifer Marciello

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### Board of Trustees Meeting

**April 20, 2021**

The April 2021 meeting of the Library Board of Trustees was held with members participating remotely via Zoom, following the Order Suspending Certain Provisions of the Open Meeting Law G.L.c.30A Section 20. Public Forum Login information had been posted as being available by contacting the Library Director.

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

Also Present: Library Director S. Genovese

1. Board of Trustees Meeting was called to order at 7:03 PM by D. McElhinney.
2. Minutes for March 16, 2021 meeting were reviewed and approved by roll call vote of 5-0-0.
3. Reports:
  - Library Director:
    - Molly Riportella, Assistant Director, is on an eight week maternity leave, beginning April 12, 2021.
    - The library expects, based on the three quarter figures of this fiscal year, to be returning some salary monies to the town.
    - The Parks Department did a spring clean-up around the library.
    - The library received donations of \$20.00 in March.
    - 5,098 patrons were recorded as entering the library during the month of March.
    - The Community Room had 24 meetings, most scheduled by the Walpole Public Schools for one-on-one testing of students. We have also been allowing two people to use the Pinnacle Room, following social distancing rules.
    - The Virtual Book Club hosted 9 participants. The Children's Department held 11 programs with 168 participants. Study rooms were reserved by 151 patrons.
    - Direct circulation of library materials totaled 11,788, including in-person, curbside pick-up, and delivery. This represented an increase over the month of February, 2021 (11,788 vs 9,989) and a 45.17% increase over the month of March 2020 (11,788 vs 8,120). The library delivered to 9 households. Patrons downloaded or streamed 5,013 items from Hoopla, Overdrive, RBDigital and Kanopy. This use of on-line services represented 29.84% of the library's total circulation (16,801 items).
  - Friends of the Library:

- The Friends have scheduled two Zoom talks, during the month of April, with focus on Earth Day.
- A one-day collection of used books for the Friends Book Sale will be held on Saturday, April 24<sup>th</sup>. The books will be received in the library garden, placed in the children's program room for a two day quarantine, and processed for sale by Friends volunteers.
- Parent Advisory Committee:
  - In response to a March 30<sup>th</sup> meeting of the Parents Advisory Committee with the Multicultural Book Initiative, a list of books supporting diversity and multiculturalism was passed on to the Walpole Public Library. Sal reports that the Library currently owns about 1/3 of the books listed and will purchase the remainder.
  - The Parents will be hosting a children's story time during the Walpole Juneteenth celebration.
- Endowment Trust:
  - Invoices submitted for payment by the Endowment Trust:
 

Warren Group, for 2 yr. subscription to Banker and Tradesman	\$679.00
Total Expenditure	\$679.00
  - Payment of this invoice was approved by a roll call vote of 5-0-0

#### 4. Old Business:

- COVID-19 Update:
  - A chart comparing the library hours and services of many towns within the Old Colony Library Network was presented, revealing a wide variation in their response to COVID-19.
  - MA state COVID-19 guidelines allow 50% occupancy in libraries. The Walpole Library could allow 300 patrons to be present. The library will increase the number of admitted patrons to 40.
- Update on EV charging stations:
  - Establishment of a revolving fund will be necessary for maintenance of an EV charging station at the library. An article authorizing such a fund will need to be reviewed by the Finance Committee and submitted for approval by Town Meeting in the Fall of 2021.
- Website redesign:
  - Web site design and maintenance packages, by a number of companies including Assabet, Piola, Stirling Brandworks, and Library Market, were described by Sal. He will arrange for presentations by Stirling and Library Market to gain more information about their services. Sal will also forward, to the Trustees, links of other town libraries that use Assabet for their website services.
- Revised 2021 Calendar:
  - The 2021 Calendar was reviewed and will be brought to a vote at the May meeting, following Spring Town Meeting.
- Printer leasing proposal:
  - Possibility of leasing printers with vendor-provided toner proved to not be cost effective with current rate of printer use.

2. New Business:

- Report on staff position
  - The Children's Programmer position has been cleared for posting. This is a part time position with 16 hours worked per week plus every other Saturday. The position will be reviewed by the Personnel Board after Spring Town Meeting.
- 3. Meeting was adjourned at 8:20 PM by roll call vote of 5-0-0.
- 4. Next scheduled meetings of the Library Trustees will be held on: May 18, June 29, and July 20, 2021.

Submitted by L. Czachorowski,  
April 27, 2021