



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

January 13, 2015

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

Library: S. Genovese

1. Next meeting dates set for 2-24, 3-17, 4-14
2. December '14 Trustee meeting minutes approved 4-0-0.
3. Director's Report: December '14 report reviewed and briefly discussed.
 - a. Two areas found in the roof over the Pinnacle Room that were causing the leaks. These have been patched and appear to be holding.
 - b. A patron attended a non-library affiliated meeting and called the Library after to complain about the subject matter and indicated that he may contact the Town attorney, but wouldn't leave his contact information. Sal alerted Town Hall.
 - c. Electrician has submitted a revised quote for lighting upgrades. Sal has been in touch with him to proceed with the work, to be completed by the end of Jan '15.
 - d. Two unrestricted donations came in totaling \$200, which will be put into the gift account.
 - e. Circulation continues to be strong.
 - f. Front door issue with overextending, this has been addressed.
 - g. The electrician is waiting for parts to come in for the lighting upgrade.
4. Action Items
 - a. Two invoices for Mass. Moderators Assoc. (\$25.00) for a Town Meeting Handbook, and Cengage (\$949.20) for Books on CD, totaling \$974.20. Approved 4-0-0, to be paid out of the Endowment Trust.
 - b. Quarterly endowment payment has come in.
 - c. Proposal from Whalley Computer Associates, Inc. to address Library computer hardware space and performance issues. Quote for \$9,327.78 approved 4-0-0, to be paid out of the Endowment Trust.
5. Old Business:
 - a. Friends' January meeting was canceled, so no update.
 - b. The puzzle exchange has started.
6. New Business:
 - a. Reviewed and approved minor edits to the Board of Library Trustees description for the Town annual report.
 - b. Discussed strategic planning process. Sal to continue researching the process and report back at the Feb '15 meeting.
 - c. Sal provided Trustees with State Ethics Commissions summary on the conflict of interest law education and training requirements for municipal employees (this includes elected office positions). Required to return signed copy.
 - d. Discussed making white boards available for patron use in the study rooms.
 - e. Reviewed patron privacy.
 - f. Sal testing electronic museum passes for future use with additional vendors.
 - g. Programs and the Library's two book clubs have been very well attended. The Library is considering a third book club.
7. Meeting adjourned at 8:35pm.

Submitted by H. Connor, January 13, 2015