



## WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Robert Damish, Sheila Harbst

### Board of Trustees Meeting June 25, 2019

Trustees Present: R. Damish, D. McElhinney, B. Oremland

Library Director Present: S. Genovese

Trustee Absent: L. Czachorowski, S. Harbst

1. Call to Order:
  - a. Meeting was called to order at 7:00 PM by D. McElhinney.
  - b. Minutes for May 21, 2019 meeting were discussed and approved, 3-0-0.
2. Reports:
  - a. Library Director:
    - Payroll for FY 2019 is expected to be slightly in black.
    - The Greenroof garden was weeded and beds cleared by APEX.
    - Children's department held 17 programs during May with a combined attendance of 349 people.
    - The Adult department held 16 programs in May for a combined attendance of 387. Nine of the programs were sponsored by the Friends of the Walpole Public Library.
    - Room use during May totaled 118 Community Group Meetings. The Study Rooms were used 340 times. The library recorded 15,803 visitors for the month.
  - b. Friends of Library Report:
    - Social meeting held recently at Phil Czachorowski's.
  - c. Endowment Trust Report:
    - No updates.
3. Action Items:
  - Board reorganization tabled until Sept 17<sup>th</sup> meeting.
  - Endowment Invoices for total of \$3,725.02 were approved 3-0-0: Children's books \$2,265.02, and Consumer Reports annual database fee \$1,460.
  - Automatic door opener quoted at \$5,720 for installation plus \$2,000 additional for electrical work. Town Hall agreed to pay from DPW Building Maintenance. MOTION to approve installation of automatic doors funded by DPW passed 3-0-0.
4. Old Business:

- New hours commence September 3, 2019. Opening time will change from 10 AM to 9:30 AM. Sal will work to get the new opening time posted properly (doors, website, brochures, etc) around September 3<sup>rd</sup>.
- Children's programs have been well attended (20 on average). Facebook notices appear to be having a positive impact on attendance.
- Potential future programs: Games Night; Pajama Film Night (Community Room)
- It was previously discussed that Windows 08 will no longer be supported by Microsoft. To ensure computing needs are properly met, including replacing current Thin Clients, Library will look to upgrade at expected equipment cost of \$15,000 and another \$7,000 for servicing. Equipment to be paid from Endowment, and servicing from annual budget. Potential implementation for September.

5. New Business:

- Sal to look to have ground level garden and around building weeded.

6. Adjournment:

- a. Meeting Adjourned at 8:20 PM.
- b. Next meetings scheduled in 2019: September 17, October 15, November 19

Submitted by R. Damish September 9, 2019