



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski - Secretary

Robert Damish, Sheila Harbst, Barry Oremland

Board of Trustees Meeting

June 26, 2018

Trustees Present: L. Czachorowski, R. Damish, S. Harbst, D. McElhinney, B. Oremland

Library: S. Genovese

1. Call to Order:

- a. Meeting was called to order at 7:00 PM by R. Damish. B. Oremland was welcomed as a new member to the Trustees.
- b. New officers were elected:
 - Chairperson - D. McElhinney nominated by R. Damish, second by S. Harbst, elected 5-0-0.
 - Secretary - L. Czachorowski, nominated by S. Harbst, second by R. Damish, elected 5-0-0.
 - Treasurer - B. Oremland, nominated by S. Harbst, second, D. McElhinney, elected 5-0-0.
- c. Minutes for May 15, 2018 meeting were discussed and approved, 5-0-0.

2. Reports:

a. Director's Report:

- Activity in Hoopla, Kanopy, and RBDigital will be included in accounting of circulation.
- Informational signs have been placed on library doors
- Reference Librarian returned from sick leave, 6/26/18
- Server Migration will take place 6/27/18, vendors will be notified of new IP address,
- New logo was presented, to be used on posters, and other items.
- MeScan will be implemented in early July, following switch to new server.
- A proposal for Homebound Delivery was discussed, working with Senior Center for off site pickup/delivery of requested books.
- All library solar panels are currently working. Selectra, the inverter manufacturer, will be contacted if recent problems recur. Panel productivity will be monitored to determine advisability of installing additional panels.
- KNK Landscaping work on library garden included mulch and addition of riverway stones.
- Sal will be on vacation during the first two weeks of July.

b. Friends of Library Report:

- Attractive “Art in Park” installations will be in Bird Park and Library garden through August.
- B. Oremland has volunteered to be Library Trustee liaison to the Friends of the Library.
- c. Endowment Trust Report:
 - Transfer of funds to Vanguard is complete. The Committee will now review investments.
 - Invoices for \$2,000 for E Books, \$1,395 for Consumer Reports were approved 5-0-0.
- 3. Action Items:
 - a. Meeting Room Policy was reviewed and approved as amended 5-0-0.
 - b. Museum Pass Policy was reviewed and approved as amended 5-0-0.
- 4. New Business:
 - Payment of \$1,353 to KNK Landscaping was approved 5-0-0.
 - Long Range Strategic Plan Year End Report, presented by Sal, will be reviewed at next meeting.
 - An Office Maintenance Schedule was presented by Sal, a step in plan to systematize operations in maintenance of library.
 - New bulletin board in library entrance hall for posting of Town meeting minutes has been proposed, more information requested.
- 5. Adjournment:
 - a. Meeting Adjourned at 9:03 PM.
 - b. Next meetings scheduled: July 31, September 18.

Submitted by L. Czachorowski, July 9, 2018