



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Robert Damish – Chairman

Helen A. Connor - Secretary

E. Hunt Bergen

Helen B. Howard

David J. Wildnauer

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

1. Next meeting dates set for Sept 15 and Oct 20 and Nov 17.
2. May 26 Trustee meeting minutes approved 5-0-0.
3. Director's Report:
 - a. Invoices totaling \$9,090.19 for recorded books, physical books, AV materials, books on CD, e-reference books, large print books and Consumer Reports online. \$2000 of the total amount is for any unexpected invoices received over the summer and before the Trustees meet again in Sept. This set of invoices to be applied towards next year's material budget line. Approved 5-0-0.
 - b. The Library's water bills have increased, therefore the budget line item will have to be adjusted next year. Sal to investigate if there is something happening internally that is contributing to the increase.
 - c. Library carpets were cleaned.
 - d. Library staff to focus on weeding out the Reference collection and unused items (i.e. office supplies) brought over from the old building but taking up storage space.
 - e. A Library employee is currently on unpaid medical leave; Library to return a portion of unused salary to the Town. The hours have been posted and will be picked up internally and by a summer page in the short term.
 - f. Server upgrade work to commence in the new fiscal year (after July 1, 2015).
 - g. Printable electronic museum passes to Roger Williams Zoo are now available to the public. Another museum has been identified and will be contacted shortly.
4. Old Business:
 - a. Strategic Plan update: dates set for initial meetings on Oct 7 '15, Nov 4 '15, Jan 6 '16, from 7-9pm in the Community Room. Next steps: identify committee members, release a press release and the survey just after Labor Day.
 - b. Landscape maintenance contract from Apex Green Roofs (listed as Cypress Landscapes) discussed. Approved 5-0-0, to be paid from State Aid.
 - c. Discussed 2 sound system quotes (to replace the amplifier in the Community Room). Trustees have approved to move forward with the Integrated Solutions Group quote of \$779.00. Trustees propose cost be split with Walpole Cable, and Library portion paid out of State Aid. A test with the current system will be performed prior to moving forward.
 - d. Sal followed up with Walpole Cable regarding a permission issue the Friends of the Library brought to the Trustees' attention at the May 2015 meeting.
 - e. Sal will connect with the Friends over the summer to discuss their proposed major gift for the Community Room.

5. New Business:

- a. Trustees discussed reorganization of the Board. Robert Damish appointed Chair effective today. Helen Connor to remain on as Secretary. Hunt Bergen appointed Treasurer and Friends of the Library Liaison. Helen Howard to remain on as Staff Liaison. Hunt Bergen, Helen Connor and Robert Damish to assist with Strategic Planning.
- b. Adjustment made to the 2015 Calendar to begin regular Saturday hours after Labor Day. Approved 5-0-0.

6. Meeting adjourned at 8:35pm.

Submitted by H. Connor, June 30, 2015.