



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

Library: S. Genovese

MARCH 2016

1. Next meeting dates set for April 12, May 17, June 21.
2. February 9, 2016 Trustee meeting minutes approved 4-0-0.
3. Report:
 - a. Reviewed February 2016 Director's Report.
 - b. Endowment Invoices totaling \$4,040.02 (Mango on-line language database \$2,895, Walpole Times 2-year subscription \$94.02, Whalley computers wireless firewall \$257 and virus-protection \$794) reviewed and approved 4-0-0.
4. Old Business:
 - a. Strategic Plan update:
 - i. S. Genovese is still conducting focus groups and is working on a draft of the plan itself. S. Genovese will circulate a proposed mission and vision statement to the Trustees for input. The deadline to file the completed plan is October 2016.
 - b. S. Genovese working with Endowment Board to ensure a smooth transition with the new Board members.
 - c. Signage: Text for Endowment Trustee *In Memoriam* plaque has been approved. S. Genovese waiting on a physical template from Sunshine Sign. Sunshine is also providing additional items: movement of signs and additional "dusted squares" for glass doors. All to be paid out of Endowment Trust, approved 4-0-0.
 - d. S. Genovese had a follow-up conversation with the Friends regarding gift proposal. H. Connor updated the Trustees on the Friends Art Committee.
 - e. Discussed additional proposal from NEDI for Community Room AV upgrades. Compared NEDI and AdTech proposals. S. Genovese to arrange a site visit to view a NEDI installation that is similar to what the Library is requesting.
5. New Business:
 - a. S. Genovese spoke with a town engineer regarding a potential sloped ramp at the parking lot door entrance. Update pending.
 - b. Proposal for potential 5th year anniversary celebration to be held Feb/Mar 2017. S. Genovese has approached the Friends of the Library about possible involvement.
 - c. S. Genovese spoke with the microfilm company the Library uses (primarily issues of the Walpole Times) about a service they offer that transfers microfilm into searchable PDFs. This would allow this data to be searchable by date. The cost to have all Library microfilm converted is \$15,000. S. Genovese asked them to convert 1924 (200th anniversary of the Town of Walpole) as an opportunity to test the service (to be paid out of Endowment Funds) and determine whether it makes sense to convert additional years.
6. Meeting adjourned at 8:30pm.

Submitted by H. Connor, March 8, 2016.