



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson
Elizabeth Chase – Secretary
Barry Oremland – Treasurer
Marian Rosoff Encarnacion
Jennifer Marciello

**Library Board of Trustees Meeting
May 16, 2023**

The May 16, 2023, meeting of the Library Board of Trustees was held in person at the Walpole Public Library; meeting information and agenda were shared with the Town Clerk. Trustees Present: E. Chase, D. McElhinney, J. Marciello, B. Oremland, M. Rosoff Encarnacion. Also Present: Library Director S. Genovese, Endowment Board Candidate L. Sertitch

1. Call to Order

- The Board of Trustees Meeting was called to order at 7:01pm by D. McElhinney.
- Open forum/Citizen Input
 - No community attendees present

2. New Business: Meeting with Endowment Board Candidate

- Amended the order of the agenda to meet with the Endowment Board Candidate
- Endowment history:
 - Endowment established around 2000-2001 as part of the process to establish the new library building; agreed to raise \$1m as part of the building project
 - Endowment was continued based on a donation made during the first few years of the new building
 - At that time, the Endowment Board went through some updates in order to set up a process for maintaining and stewarding the endowment funds
 - S. Genovese serves as an ex officio member of the Board
 - Funds spent through the endowment are first approved through the Trustees
- Endowment board candidate, L. Sertitch
 - Background in institutional investment consulting with 15 years of experience
 - Her day-to-day job is to work with their client base, which includes endowments, foundations, corporate and public pensions plans, on their investment needs
 - Experience with a wide range of asset classes
 - Frequent user of the Walpole Public Library, along with her family
 - Interest in giving back to the community and felt this opportunity aligned with her background
 - Board position has been reviewed and approved through her company's compliance processes
- Returned to remaining agenda items in their original order



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3. Minutes for March 21, 2023 were reviewed and approved as amended by a vote of 5-0-0; the minutes for April 18, 2023 were reviewed and approved by a vote of 4-0-1.
4. Reports:
 - Director's report
 - Personnel: M. Riortella has tendered her resignation, with a last day of May 25th.
 - Plans to post the job description with MBLC as soon as possible
 - Anticipating filling the position by September
 - Walpole Board of Health approached us regarding a Library of Things
 - They will provide funds to buy materials
 - Items need to be purchased by June in order to access the funds
 - The room booking and museum passes service we have also offers a library of things module we'll be considering
 - The service allows people to reserve items for the days they need them
 - They are interested in supporting the Library of Things on an ongoing basis based on applicable grant funding they receive
 - Museum pass database
 - Has been updated to the Assabet system, similar user interface to the room booking module
 - Statistics
 - Library visits were over 10,000 again, which returns us to pre-COVID numbers
 - Second time post-pandemic that we've reached that threshold.
 - Friends of the Library Report
 - Friends have not had a meeting since the Board last met
 - Parent Advisory Board Report
 - Met shortly after the last Board meeting
 - Reviewed what they could do to help Nikki with Walpole Day
 - Provided support during Walpole Day to help with setup and breakdown
 - Discussed summer reading basket logistics and deadlines
 - Endowment Trust Report
 - No activity to report
5. Action Items
 - No action items to review
6. Old Business
 - Update on EV charging stations
 - Everything is complete except for the Site Host Agreement, which is currently being reviewed by the legal teams
 - Long Range Planning RFP



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- Has been distributed; expecting to receive proposals by mid-June.

7. New Business

- Library of Things
 - Required to buy items across at least three categories of materials
 - Concentrated on items that are smaller and do not have significant numbers of pieces
 - Tried to concentrate on things people may need or want to use periodically but would not want to own and/or store
 - To circulate these items, they'll need to activate the Assabet module and have everything input into the module
- Fine limits for digital format materials
 - Current policy is that accounts are blocked when they accrue more than \$15.00 in fines
 - During COVID a number of libraries lifted the blocks from Overdrive/Libby; while you might owe fines, you could still check out ebooks
 - There was a move at a recent meeting to consider moving back to pre-COVID policies; a number of Librarians at a recent meeting felt that these items that can't be lost, stolen, or overdue shouldn't be blocked from use even if patrons have fines on physical materials
 - Trustees discussed current library policies for fines and policies related to digital materials
- D. McElhinney thanked the Board and the Director for the opportunity to serve as a Trustee and as Chair.

Adjourned at 8:22pm by a vote of 5-0-0.

Next meetings of the Library Trustees: Next proposed meeting dates 6/27, 8/8, 9/19. These meetings will be held in person at the library.

Submitted by E. Chase