



## WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Robert Damish — Chairman

E. Hunt Bergen -- Secretary

Helen A. Connor, David J. Wildnauer, Lois Czachorowski

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### Board of Trustees Meeting

November 29, 2016

Trustees Present: H. Bergen, R. Damish, H. Connor, L. Czachorowski, D. Wildnauer

Library: S. Genovese

1. October 18 revised meeting minutes approved 5-0-0.
2. Director's Report:
  - a. "Value of the Book" event well attended on Nov. 16.
  - b. Budget info reviewed and FY18 costs and programs discussed.
  - c. No invoices reviewed or approved.
3. Friends of the Library:
  - a. Annual meeting to be held Dec. 5 with David Slater from MLBC to speak.
4. Endowment Trust: next meeting will be Dec. 6. Sal to attend and provide update at next meeting.
5. Strategic Planning update: final plan reviewed and approved 5-0-0.
6. Old business:
  - a. Walpole Times digitization project update – 1990-2015 issues completed, 1965-1990 copies to be digitized for \$7k. Approved 5-0-0.
  - b. Pod Duo furniture update: Sal to schedule site visit to examine furniture, and additional vendors and styles to be investigated. Intent is to add work and study space in lieu of building more enclosed glass study spaces.
  - c. Front railing: installation delayed due to unacceptable vendor request. New vendor to be selected from MA-approved vendor list.
  - d. Circulation policy: reviewed and approved 5-0-0. Sal to post on library web site.
7. New business:
  - a. Open Meeting Law: Sal highlighted key points for Trustees to keep in mind.
  - b. League School submitted emails on suggested improvements. Trustees to further consider.
  - c. Sal to draft article for Town's annual report and have Trustees review.
  - d. Library 5th year anniversary celebration: date selected as March 4, 2017 (10am-3pm) for special event. Many ideas discussed and H. Bergen to type memo and submit to Trustees and P. Czachorowski, Pres of Friends, for them to consider helping.
8. Meeting adjourned at 8:35pm and next meeting on January 24, 2017 at 7:00pm.

Submitted by H. Bergen, December 11, 2016