



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Robert Damish, Sheila Harbst

Board of Trustees Meeting October 15, 2019

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

Library Director Present: S. Genovese

1. Board of Trustees Meeting was called to order at 7:03 PM by D. McElhinney.
2. Election of Officers was held.
 - Deborah McElhinney was re-elected as Chairperson with vote of 5-0-0.
 - Lois Czachorowski was re-elected as Secretary with vote of 5-0-0.
 - Barry Oremland was re-elected as Treasurer with vote of 5-0-0.
3. Minutes for September 19, 2019 meeting were reviewed and approved by a 4-0-1 vote.
4. Reports:
 - Library Director:
 - Sal has received a patron's request for installation of an outdoor book drop, accessible from a car. Pros and cons of such a book drop were discussed. The estimated cost would be \$10- 12,000. Concerns regarding maintenance, especially during bad weather, the lack of an appropriate site, and complications to parking lot traffic flow, plus the high cost resulted in a decision to not pursue installation of a car accessible book drop. Librarians will give assistance to any patron reporting difficulty with returning a book.
 - Sal met with the Walpole Library Friends' Parent Advisory Board to discuss children's programming. He will look into purchase of a children's kitchen play set.
 - Library Friends:
 - Programs sponsored by the Parent Advisory Board, including pumpkin painting at Jarvis Farm and a Halloween costume swap, have been well received.
 - The Friends' Annual Meeting will be held on December 2, 2019. Tamarah Green, Executive Director of Walpole Media TV will be the speaker.
 - Endowment Committee:
 - Next meeting will be held on October 22, 2019. A representative from Vanguard has been invited to attend.
5. Action Item:
 - Endowment Fund Invoices for a total of \$2340.28 were approved by a vote of 5-0-0. These invoices included:

Proquest	\$2,140.28	Ancestry.com subscription
Gentile Fitness Program	\$200.00	Instructor Eileen Smith
 - The Walpole Library Child Safety Policy was reviewed and approved by a vote of 5-0-0.

- The Policy for Standards of Conduct at the Walpole Public Library were reviewed and approved by a vote of 5-0-0.
 - The Library Collection Development Policy was reviewed. There will be further discussion regarding this policy at the next Trustee's Meeting.
 - The 2020 Library Calendar was reviewed and approved by a vote of 5-0-0.
6. Old Business:
- Completion of server and thin clients upgrade is expected by end of 2019. We are in the process of obtaining a PO. The PO will be for full amount of project. Library will pay for installation through State Aid Funds.
 - The Handicap Button for interior door has been installed but we are still waiting on electrician to make it operational.
7. New Business:
- Charging Stations for Electric Vehicles are under consideration for installation at the library parking lot. More information will be gathered for the next Trustee's Meeting.
 - 3 of the 5 tables in the children's room are out of order. Repair or purchase of new tables was discussed.
 - Eversource Energy, via Commonwealth Electrical Technologies, has agreed to replace all light bulbs in the library with LED bulbs at no cost to the town or the library. This Eversource contribution will be worth \$16,930.00. The library's Annual KWH use may be reduced by 51,063 with an estimated Annual Energy Savings of \$8,681.00. The vote on accepting this Eversource offer was 5-0-0. Shields for in ceiling lights may need to be replaced at time of bulb installation.
 - Some chairs in the Common Room are stained. Sal will inquire with the manufacturer regarding recommended methods of cleaning.
8. Adjournment: Meeting was adjourned at 9:00 PM.

Next scheduled meetings are November 19 and December 17, 2019.

Submitted by L. Czachorowski, November 5, 2019