



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Deborah McElhinney – Chairperson

Lois Czachorowski – Secretary

Barry Oremland – Treasurer

Sheila Harbst, Jennifer Marciello

Board of Trustees Meeting

September 15, 2020

The September meeting of the Library Board of Trustees was held with members participating remotely via Zoom.

Trustees Present: L. Czachorowski, S. Harbst, J. Marciello, D. McElhinney, B. Oremland

Library Director Present: S. Genovese

1. Board of Trustees Meeting was called to order at 7:00 PM by D. McElhinney.
2. Minutes for August 18, 2020 meeting were reviewed and approved by roll call vote of 5-0-0.
3. Reports:
 - Library Director:
 - The position of Library Assistant Director remains vacant.
 - a. Interviews of a pool of candidates were conducted by the Library Director, Youth Services Director, Reference Librarian, a Human Resources Rep. and the Assistant Town Manager. At this time, there is no candidate to be recommended and available for hire.
 - b. The Assistant Director position will be reposted.
 - c. In the interim, the library staff is working together to adjust to the demands of the vacancy.
 - Library staff members remaining on pandemic furlough were reinstated after Labor Day.
 - Walpole Public Schools will not be using the Community Room for preschool classes. However, it is anticipated that Town committees may need to use the space for socially distanced meetings, so it is not being made available for Library Friends programs at this time.
 - Failure of the terminal server for public internet workstations continues to occur intermittently. Sal is managing and monitoring the problem.
 - Four internet work stations, located on the second floor, are currently available to the public. 89 sessions were held during the month of August.
 - Direct circulation of library materials during the month of August totaled 5,882. This included in-person, curbside pick-up, and delivery. The library delivered to 36 households. 196 patrons chose curbside pick-up.
 - All returns are being quarantined for one week and are being checked in fine free.
 - During August, patrons downloaded or streamed 5,348 items from among Hoopla, Kanopy, Overdrive, and RBDigital.

- Book orders have been increased to include, not only Best Sellers, but Non-Fiction Books as well.
 - Black History and Culture books, recommended by the organizer of the Walpole Juneteenth Celebration, will be marked with special identifying book plates and placed on library shelves.
 - Friends of the Library
 - Attendance at a Zoom webinar by The Gravestone Girls, on the topic of Walpole cemeteries, totaled 52 people.
 - Parent Advisory Board of the Walpole Library Friends
 - Parent’s Facebook page is currently being accessed by 140 families
 - Parents would like to involve families by:
 - a. Decorating the library garden fence with a children’s art project,
 - b. Placing painted rocks in the garden,
 - c. Organizing a Halloween costume swap, to be held in the parking lot, limited to 6 families at a time.
 - Trustees and Sal gave a positive response to the above projects.
 - Parents requested that Grab-and-Go Kits program be expanded to include youth. They also asked that the possibility of a childrens’ outdoor story time be explored.
 - Endowment Committee:
 - No report submitted or meetings scheduled.
4. Old Business:
- Updates on Library Re-opening
 - On August 3rd, the Library opened with hours of M-F, 10:00 AM to 3:00 PM. Starting on September 8th, hours open were increased to 9:30 AM- 9:00 PM Mondays through Fridays, and 10:00 AM- 3:00 PM on Saturdays.
 - Pre-registration to enter the library is currently required. However, in general, only 30-40 out of the available 50 slots are being reserved. When slots are available, walk-ins are being welcomed to enter on arrival. Curbside pick-up and home delivery services are continuing.
 - Staff and patrons appear to feel safe with library pandemic measures in place.
 - Study rooms are currently open by appointment only, for one person at a time. Inclusion of tutors in those appointments is not presently allowed. If MA infection rates remain low in weeks following the opening of schools, the policy regarding tutors will be reviewed in consultation with the Board of Health.
 - An informal survey of pandemic policies at libraries in neighboring towns has been conducted. Results show that there is a wide range of policies, with towns “all over the map” regarding their opening. Westwood and Millis are not yet open. The number of patrons allowed entrance varies across local libraries, as do hours open. (Walpole leads on hours open.)
5. New Business:
- The 2021 Library Calendar was presented by Sal. The calendar will be reviewed at the Trustee’s October meeting.

- The library's traditional Food for Fines program, generally held in the fall, will be suspended for this year. No library fines are currently being charged, and the Walpole Food Pantry is not accepting donations.
6. Meeting was adjourned at 7:56 PM by roll call vote of 5-0-0.
 7. Next scheduled meetings are: October 20, November 17, and December 15, 2020.

Submitted by L. Czachorowski, September 28, 2020