



## WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

Robert Damish — Chairman

E. Hunt Bergen -- Secretary

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

---

### Board of Trustees Meeting

September 20, 2016

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

Trustee absent: D. Wildnauer

Library: S. Genovese

1. May 17 and June 21 meeting minutes approved, 4-0-0.
2. Next meeting scheduled for Oct. 18.
3. Director's Report:
  - a. Sal's August report reviewed and discussed.
  - b. Friends update: projector and screen in Community Room installed and working fine, labor paid for by Library funds, equipment paid for by Friends. Trustees recommended a press release be written by Friends announcing new equipment to further promote Community Room and it's offerings.
  - c. Endowment Trustees: tax forms prepared and will be filed by S. Rose. December meeting will include presentation by Janney Montgomery investment firm.
4. Invoice approved: eBook invoice approved for \$3k, 4-0-0.
5. Trustee board reorganized with Robert Damish continuing as President, Hunt Bergen elected as Secretary and Treasurer, approved 4-0-0.
6. Strategic Plan draft (prepared by Sal) reviewed and discussed. Survey of library hours (Walpole and 8 neighboring towns) discussed and goal was added to increase Walpole hours by 3/week in Sept, 2017, prior to town reaching 25k population when 59 hours will be required by MBLC (Mass Bd Library Commisioners). Sal to update draft and present final plan during October meeting. Also discussed staffing levels at Walpole (4 f/t, 10 p/t) Norwood (17 f/t, 29 p/t), and Westwood (8 f/t, 24 p/t). Walpole's staffing level has direct effect on library hours.
7. New business:
  - a. Permanent railing for front steps to be installed by Nov. 1 and estimated to cost \$2.5k.
  - b. Audio Control Module required for Comm Room (\$730), approved 4-0-0.
  - c. Sal presented Betina Lesieur's offer to donate all of artist father's Robert collection and was declined by Trustees because of volume of collection. Sal to contact Betina and offer a partial showing of Robert's artwork in the Comm Room at a future date.
8. Meeting adjourned at 8:49pm and next meeting on October 18, 2016 at 7:00pm.

Submitted by H. Bergen, October 6, 2016