



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

David J. Wildnauer AIA — Chairman

E. Hunt Bergen

Helen A. Connor

Robert Damish

Helen B. Howard

Board of Trustees Meeting
December 17, 2013, Walpole Public Library

Trustees Present: H. Bergen, R. Damish, H. Howard, D. Wildnauer
Library: S. Genovese

1. Previous November 19 meeting minutes approved 4-0-0.
2. Director's Report:
 - a. Gift Acceptance procedures reviewed and new accounts created by Town Accountant: Library Gifts Unrestricted and Library Gifts Restricted for Materials. Gifts are being recognized with thank you notes and will be included in future Director's monthly reports.
 - b. Invoices totaling \$3,999.60 reviewed and approved 4-0-0.
 - c. Security camera plan reviewed and cameras will be adjusted to capture larger areas.
3. V. Fettig reappointed as Endowment Trustee, 4-0-0. H. Connor to send confirming letter.
4. Old Business: WPL Trustee bylaw revisions discussed, and revised version will be reviewed during next meeting.
5. New Business:
 - a. Thank you note to be sent to Norwood Garden Club for their work in maintaining garden during the year.
 - b. Future staff meeting to include Police Officer to update staff on how to handle patron offensive, disruptive and inappropriate behavior. Existing policy covers "code of conduct" but additional focus is needed.

Submitted by: Hunt Bergen, January 7, 2014