



WALPOLE PUBLIC LIBRARY BOARD OF TRUSTEES

David J. Wildnauer AIA — Chairman

E. Hunt Bergen

Helen Connor

Deborah C. Burke

Helen Howard

Board of Trustees Meeting

July 9, 2013, Walpole Public Library

Trustees Present: H. Bergen, D. Burke, H. Connor, H. Howard, D. Wildnauer
Library: S. Genovese

1. Jun 25 meeting minutes approved 4-0-0
2. Future Trustee meeting dates confirmed (8-20, 9-17, 10-15)
3. Town Trustees now have a web page on the [Town website](#).
4. Today is Deborah Burke's last meeting (resigning due to moving). Discussion regarding possible candidates to fill position.
5. Director's Report (includes Budget & Facilities Report):
 - a. Library is short staffed due to vacations and sick leave.
 - b. ARIS report (library activity) is due Aug 23 - will be reviewed at next Trustee meeting.
 - c. Overall activity is down (i.e. circulation, visits, computer sessions, etc.).
 - d. Budget not yet closed, but to date a couple of items will have an overage that will be returned.
 - e. AC running time has been reprogrammed to allow for consistent cooling during hours of operation.
 - f. Solar panel issue still being researched.
 - g. Facilities had contractors in to address leakage and this issue is still pending.
 - h. Outstanding items on punch list still need to be addressed.
 - i. Ladies Room hand dryer issue being finalized.
 - j. Town wide department heads are being asked to submit weekly report to Michael Boynton.
6. Library Trust Invoices/Quotes:
 - a. No pending invoices.
 - b. Quote presented for 5 additional tables for the community room (\$4465 to be paid out of state aid), approved 5-0-0.
 - c. Quote for additional projector and for 4 iPads to be paid out of endowment fund, approved 5-0-0 (not to exceed \$3500).
7. Old Business:
 - a. Library operating hours discussed.
 - b. H. Connor updated Trustees on Curtis photogravures project.
8. Trustees nominated H. Bergen to represent Trustees on the PBC. Next steps with Town Hall to be taken.
9. Meeting adjourned at 8:20pm and next meeting scheduled for Aug 20 at 7:00pm.

Submitted by: Helen Connor, July 10, 2013