

**Board of Trustees Meeting
Walpole Town Library
April 10, 2018**

Present were: Amy Howard, Carol Cramer, Kate Nerrie, Gail Lahaise, Bert Nelson, Jean Kobeski, Fred Ernst, Peggy Pschirrer, Rose Werden, Justine Rogers, Shirley Capron. **Absent:** Jeanne Ramey

The Meeting commenced at 4:35 p.m. at the Branch.

Carol moved, Jean seconded, all approved (8-0) the March Minutes.

Bills: Gail moved, all approved (8-0), Justine's distributed report for April bills.

Treasurer's Reports: All approved (8-0) Kate's distributed March report. Kate said all looks good.

- Gail moved, Jean seconded, all approved (8-0) the Expansion Fund Report for April.

Old Business: Pizza Party: 70 family size, and two gluten pizzas will be purchased from Diamond Pizza. Cookies are also to be purchased from Bellows House Bakery. Jean is buying drinks. Napkins are needed. A sign for the Refreshment table will be made. Author, Jim Skofield will be reading from some of the books he wrote.

New Business: Moveable Book Stacks in the new Stack Room were discussed. They all will have safety features and will be button operated. There will be two sets of rails on both sides of the room that can be installed into the floor, plus ten moveable carriages. Fred said all this will increase book capacity greatly, adding that the final quote will be given and that the Board will decide. Justine said that ours would be the first public library to have these moveable book stacks in a public space that results for a possible discount, and possible grants for certain objects.

Bert asked if we discussed, "What if" we do not have the balance to cover? Questions and comments followed:

- Fred said Bellows will take four and one-half months to do the project once authorized. A critical issue is the timing of construction which, from a practical point of view, must be done in the summer. Grant funds will not be available until December/January. Furthermore, construction should not start until we have the money. All trustees agreed that we should tell Bellows Construction that May 2019 will be our date to begin construction.

- Grant money would not appear until November or December '18. Should a shovel be put into the ground until we have money?

- Justine asked how it could be done in the winter when the Library is open?

- Justine said it would conflict with the Summer Reading Program. Peg said the Town Hall could be used June, July and Aug. and added that the Library could work around the need for the Program.

- Gail and Peg said we should have a year to get more money. Jean told Bert we thought of asking for \$75,000 from L-Chip.

- Can grant money be used in 2019?

- Fred said rather than stating we are postponing our expansion, we should say that we have now set a firm date of May 2019. Until now, our date has always been dependent on fund raising. Nothing should be said about the mobile stacks until the Board has made a final decision.

Fund Raising: Jean said May 1st she will attend a meeting for the LCHIP Grant to learn how to apply. She added it all was a very interesting process.

- The Moose Grant for \$10,000 will be applied for. A "Letter of Intent" is requested, requiring a brief history --what the project is, indicating how our Library would benefit, and demonstrated community support for it. Carol and Gail are to get numbers of people contributed, and business entities that have supported us.

- Gail said the Mascoma grant is due October 1st. She said that another fundraising event will be wine tasting at the Cynthia Reeves Gallery, adding that we do not have to do work for it.

- In announcing that this is National Library Week, Justine said patrons can donate on "Facebook Pay." The Library has received \$60 on it to date.

- Jean said if the grants come through, we should celebrate the history of the Library and especially the architecture of the building. Old photographs of the building can be used. Amy offered to look through boxes in the Library for them.

- Houghton donated \$1,000 for the Community Challenge. Re there will be a sign in the Library, plus bookmarks for distribution, to meet Houghton's Challenge.

- There will be a bulk mailing of postcards stating "Not Too Late To Donate" that will be personally addressed and sent at the end of this month to everybody in Walpole.

- A nice donation was received from the Friends.

Furniture: The Friends want to buy furniture for the Children's Room. They will receive a list. Justine is looking thru Library catalogs re. Plaques will be applied once pieces are obtained and placed.

Reports: Walpole: Justine distributed her monthly report indicating the difference in figures, stating that the change is because "Home Schooling" no longer exists.

-The Friends donated \$2,000 -- \$1,000 of it for the Branch; \$10,225 for the Library's Wish List; \$1500 from last year that was set aside for new winged chairs for the Reading Room. Jean and Carol commented that a lot of thought is required to integrate with Justine's needs for furniture and a sit-down is needed with Amy and others re.

- Per Fred's request, Justine was thanked for her remarkable and comprehensive report distributed on the Library's technology availability. It was recommended to include it in the "Clarion."

- Requests for Inter-Library Loans have become a burdening workload because of the unavailability through the State Library's system by computer, that may not be available until the end of this year.

Branch: Rose said all continues going very well.

- Justine remarked how nice it is that circulation has increased this year.

Technology: Fred said there are no Board members on the Library's Technology Committee. He asked Amy if she would be on it, and if she would produce the technology information needed for expansion. She agreed to do so.

Investments: Representatives from the Investment Group will meet at the Library Board Meeting next month.

With no further business, the Board adjourned at 5:45 p.m.

Faithfully submitted,

Shirley Capron, Secy