

**Board of Trustees Meeting
Walpole Town Library
June 12, 2018**

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

The Meeting commenced at 3:05 p.m.

May Board Minutes: Gail moved, Carol seconded, all approved (7-0) Shirley's distributed Minutes with one minor correction.

Treasurer's Report: Gail moved, Jean seconded, all approved (7-0) Kate's regular monthly report for May, and her Expansion Fund Report for June.

Bills: Amy moved, Kate seconded, all approved (7-0), Justine's distributed report for June bills. She said there is nothing outstanding to report, adding that a check is needed for Mike Rogers for the summer programs.

Old Business: Nothing to discuss.

New Business: Expansion: Fred inquired about maintenance for the moveable stacks and the cost of them. Justine said that in this environment we would not need constant maintenance such as every six months and that maintenance should be low. There is a maintenance contract and warrantee for the Stacks. In answering Fred's question about possible issues with young people, Justine said there would not be many, that there are sensors, and that the stacks will move slowly. He advised keeping in mind all discussion re.

Fund Raising: Justine said there is a "Penny Drive" noted in the "Summer Fun at The Walpole Library" brochure she distributed, and there is a Piggy Bank for contributions in the Children's Room.

Grants: Jean said the Grants, L-Chip and Moose Plate, are done and gone. \$49,000 is requested from L-Chip so they may schedule site visits. She added our Board has to adopt the Land Trust Standard and Principal Statement – that if we get the grant, we have to write a Stewardship grant.

- We are now listed in the N. H. State Register of Historical Places. An available plaque on the Library building costing \$50 was agreed upon by all Board members to be obtained.

Fred, on behalf of the Board, thanked Jean for her excellent work re.

- Christi Winmill is doing the C & S grant for \$1,000. Fred said they may easily make allowance for more money.

- Carol Malnati is working on the N.H. Charitable Fund Grant.

- Susan Johnson is involved with the Hubbard Trust, and there may be a grant possibly from them

Fund Raising Events: Gail and Carol spoke about a “High Tea” sponsored by Ed Jones for November 11, spending \$500 to underwrite. Help is needed to set up for it. Many things are needed -- baking, serving, etc. Gail is checking with the Bellows Falls Women’s Club re.

- Wine Tasting is scheduled for this evening 5:30 – 7:00 at the Cynthia Reeves Art Gallery. The Library model and floor plans will be there, and Fred will be speaking to those attending.

Ken Burns Display: Carol said she has been in contact with Carol Fabis, CFO of Florentine Films re furnishings needs to house Ken Burns’ gift of CDs and DVDs. Exact dimensions are needed.

Carol said a nice cabinet is needed for making the display of his gifts a focal point, adding that Bensonwood would make it. She said there would be two shelves on either side of the door, plus a cabinet and desk.

Furnishings: Fred and his wife, Ellie, and Carol are to meet with Linda Carroll tomorrow, June 13, re the Library’s interior.

Library Report: Walpole: Justine distributed her monthly report saying there was a big drop in kid and family members, adding that May is a busy month for the homeschool group. Physical circulation is down a little but overdrive circulation just about evens it out. She added that this summer is packed with activities.

- Fred inquired about an astronomy presentation in future programming. It was agreed that autumn would be a good time for one, and that Junie Esslinger would be the person to contact to give it. Fred will contact him.

Branch: Rose could not attend this Board Meeting because it commenced at 3:00 p.m. when she is working at the Branch from 2:00 to 4:00 p.m. She reported to Justine in the a.m. that all was well and there was nothing notable to report.

Building & Grounds: Carol said she would contact Jeanne for info.

Personnel & Library Policy: Bert said Justine will do Staff Evaluations. Amy inquired if there were written up goals and objectives and offered to help with evaluations. Justine said she will ask Peggy to send what the Town uses for staff evaluations. Bert said, and Carol endorsed, that it is important to note even when all is going well for future reference.

Technology Review: Justine is working on quotes for new computers and added she wants to obtain a third one again. Amy said to be careful about purchasing all computers at once, because they all may become defunct in the future at the same time.

- Amy and Justine are putting together information sheets for Seniors.

Friends: Justine said they are looking for a place to sort books again and to let Cheryl Hoffman, who is in charge, know if there is one. The Book Sale is to take place in the autumn as usual.

With no further business, Gail moved, Amy seconded, all approved (8-0) to adjourn at 3:45 p.m.

Faithfully submitted,

Shirley Capron, Secy.