

Board of Trustees Meeting  
Walpole Town Library  
July 10, 2018

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

The Meeting commenced at 4:30 p.m.

**Board Minutes:** Gail moved, Jeanne seconded, all approved (8-0) Shirley's distributed June Minutes with three minor corrections.

**Treasurer's Report:** Carole moved, Jeanne seconded, all approved (8-0) Kate's regular monthly report for June, and her Expansion Fund Report for July.

**Bills:** Jeanne moved, Amy seconded, all approved (8-0), Justine's distributed report for July bills. Justine also displayed the newly arrived Historical Marker Sign that will be hung next to 1891 plaque outside.

**Old Business:** Nothing to discuss.

**New Business: *Expansion Committee.*** A meeting is slated for July 25 with Jennifer Fabis, Linda Carroll, Dan Scully, Ellie and Fred Ernst, Jeanne, Carole, and Justine, to discuss Ken Burns' gift. Traditionally the Library Board does not meet in August. Carole will inform the Board by e-mail after the July 25<sup>th</sup> meeting with the Expansion Committee.

- Fred said we have, on loan, a photo of John and Carol Hubbard. Peg reported about the plan for it, saying that it will be reframed with an accompanied plaque. The cost of \$200 concerning was mentioned also.

***Furnishings:*** Carole and Jeanne met about furnishings to be purchased. Gail said David McCullough wishes to donate \$10,000, in his wife's memory, for sturdy long-lasting furniture in the Children's Room. He mentioned procuring it from Pampanoosuc Mills. They quoted \$200 less than their noted amount and will customize what we wish. Staffer, Julie Rios overhearing, confirmed that Pampanoosuc Mills makes industrial furniture. Re their showroom, Carole said they must be online. Gail said we will want a plaque re.

***Bensonwood:*** Fred asked them for \$25,000. Their donation will provide for a Circ Desk, Magazine Rack, and Display Case with wooden shelves possibly, for Ken Burns' articles. Jeanne spoke of a good spot for the display case. Fred said Dan Scully may want to be involved in the plan.

**Fund Raising:** Results of the grants submitted are being waited for. Fred said C & S purportedly has a restriction of \$1,000; however, \$3,000 may be received.

- Susan Johnson, connected with the Hubbard Trust, may find money.
- Fred said he is to e-mail Cristi Winmill.
- Gail said she will work on the Masacoma grant of \$1,000 when she returns from vacation.
- Sunday, August 12, Spencers Restaurant will donate 20% of their monies received during breakfast hours from 6:00 to 11:00 a.m.
- The "Formal Tea" is still slated for November 11.
- Jeanne and Peggy talked about using the Porch at Hooper Golf Course for Subs at "Sunset."
- Justine said Houghton's matched check arrived.

**Walpole Library Report: *Walpole:*** Justine showed her colorful six-month Library report e-mailed to Board members that she was complimented on. She said that card holders are down a bit, and that

possibly a new homeschool group may meet in the Library again next year. Down-loadables, renewals, and circ figures were discussed. In response to the question of the most frequently asked questions for computer assistance, Julie said they are for Facebook, and for Photos.

**Branch:** Rose distributed her six-month Branch Report, saying that her statistics for six months increased from last year.

- Museum passes are needed. Justine said they need to be updated, and when they are, she will print out one for the Branch.

**Building & Grounds:** Jeanne reported that the hole in the ground near the Library building still exists. Discussion was had re -- that the hole cannot be filled, and that it will remain there permanently.

- Jeanne suggests planting a tree outside after construction.

**Personnel & Library Policy:** Bert explained the necessity and importance of evaluations. Justine is to be evaluated, and other staff evaluations are currently being conducted.

- Justine was asked if she still desired another full-time employee. It apparently is to be determined if one is needed, and Bert stated several criteria points re.

**Technology:** The two computers are working. Another is not needed until completion of renovations. More people are using them and laptops. Another router is needed in the front room. Discussion ensued about wiring, and a table for a wire feature in it for laptop use.

**Grants:** C.D. income was discussed. Kate said receipt of \$2,300 is expected for the year.

**Friends:** Book sorting has commenced in the old Hubbard building. Cheryl Hoffman is happy to meet people there to help.

Amy informed Board members who use "Amazon Prime" that credit from it would be donated to the Library. Board members were reminded that the Friends instituted it a year or two ago.

Fred said that the next Board Meeting is in September, and that Carole will keep the Board informed meanwhile.

With no further business, Gail moved, Jeanne seconded, all approved (8-0) to adjourn at 5:30 p.m.

Faithfully submitted,

Shirley Capron, Secy.