

Board of Trustees Meeting  
Walpole Town Library  
July 9, 2019

The meeting in North Walpole commenced at 4:30 p.m. **Present:** Gail LaHaise, Fred Ernst, Carole Cramer, Kathy Nerrie, Amy Howard, Bert Nelson, Justine Fafara, Peggy Pschirrer, Jeanne Ramey, Rose Werden. **Absent:** Shirley Capron

**Board Minutes:** Gail moved and Kathy seconded acceptance of the minutes. All approved.

**Treasurer's Report:** Bert moved, Gail seconded, and all voted to accept the Treasurer's Report.

**Bills:** Justine reported that the library purchased the traditional museum passes and will be reimbursed by the Friends.

Three bills should be added to the July List:

Chris Schadler	\$225
Bert (flowers)	\$59.34
Stamps	\$55

At this point in the meeting, Bert asked if the North Walpole report to the Board could become one of the first items on the monthly agenda. Rose could then be excused early, should she choose to leave. The Board agreed, so the report will be given before old business.

It was asked if we could have Brad paint the bench in front of the North Walpole Library. There may be leftover paint in a library closet. Justine will talk to Brad about this.

**Old Business:** Fred warned that we be careful to stay within our budget. There are items such as chairs and shelves that we are talking about purchasing, which were not listed in the original budget.

\$10,000 in the budget will be used to purchase lighting, folding chairs (60), and tables (2). It will also be used to refinish tables from the former community room.

The Ken Burns area of the library will not appear in the budget because it was not part of our original plan and is being financed by Ken himself. Pam Howard funds will be

used to finance the reading nook in the community room, with any leftover money going to the general fund.

Kathy stated that we will probably take \$20,000 - \$25,000 from the AW Hubbard Fund to cover overages.

Amy's budget does not include the \$10,000 in the original budget for furnishings.

Carole stated that Barry will create an updated budget after he gets his first invoice. After we get Barry's revised budget, Kathy will create a new spreadsheet.

Construction progress: concrete slab poured and is curing. On 7/5 Director's office was framed and trusses were delivered. On 7/22 windows are due. It will take 5=6 weeks to complete exterior framing and roofing. Barry has everything he needs to do that.

Fred reported that Dan expected to be on site more often. Barry intends to call him only when needed, thus decreasing our bill to Scully and Assoc.

It was reported that Applewood residents are taking a shortcut through Rich Anderson's parking lot and he would like it stopped. Barry has put up fencing and No Trespassing signs at the worksite. Jeanne spoke to Leslie at Applewood and asked her to get the word to residents. This is a safety and litigation issue.

Justine reported that Griffin Construction would begin roof repair to eliminate leaks at Town Hall on Monday.

**New Business:** Barry asked that all boxed books and furniture be removed from the Children's Room. Jeanne, Amy, and Carole plan to meet on Thursday at 10:00 to do this. Amy suggested that books be taken to the Hubbard storage area where books for the Friends are being collected. Antique chairs and prints can be taken to Town Hall.

## **REPORTS**

**Library Report:** Justine distributed the latest statistics, and they look very good, despite the construction project.

Justine wrote a \$7,000 grant to the Keene Kiwanis Club to fund an after school coding club. Deadline for application is July 31.

**Personnel:** Justine presented her vision for the Walpole and North Walpole Libraries, which includes the creation of a new full-time position. It could be either a children's

librarian or an adult services director. After hearing a description of each, the Board asked to delay requesting money for this position for another year. It would be best to put a proposal in writing and build a case for the position. This would include making a presentation to the Walpole Selectboard and North Walpole Commissioners.

Peggy suggested checking The NH Charitable Trust for grants.

Justine will publish a copy of her work schedule reflecting her 40 hours/week and will begin working Friday afternoon hours next week. She also agreed to notify Fred of her vacation and personal days.

**Building and Grounds:** Carole reported that Barry said painting the outside of the library, including windows and the Bridge Memorial Library sign are included in the original budget.

There is a dead tree in front of the library. Jeanne or Amy will call Mike Rau about removal.

Jeanne will talk to Jennifer Burr about pruning bushes around the library.

**Technology:** There were internet issues at Town Hall. The town contacted Consolidated, got a new router, and the problem was resolved.

**Friends:** The Friends are now collecting books for the annual book sale. Drop-off is the Hubbard Building behind the Hungry Diner on Wednesdays, 9-10 and Thursdays 4:30-5:30.

We received Ken Burns' latest donation, and Carole will send him the thank you.

Gail moved, Jeanne seconded, and all agreed to end the meeting at 5:55.

**Our next meeting is Tuesday, August 13 in North Walpole.**

Respectfully Submitted for Shirley Capron,

Jean Kobeski