

Board of Trustees Meeting
Walpole Town Library

September 10, 2019

Present were: Carole Cramer, Gail Lahaise, Jean Kobeski, Fred Ernst, Amy Howard, Justine Rogers, Rose Werden, Peggy Pschirrer, Shirley Capron.

Absent: Bert Nelson, Kate Nerrie, Jeanne Ramey.

Opening the Meeting that was called to order at 4:30 p.m., Justine said Countryside was notified about the disconnected phone lines.

Gail showed, and read two procedures in "A Guide for Library Trustees" she circulated.

- Distributed also was a pamphlet, "Who's in Charge? Roles & Responsibilities of Library Trustees" produced by the Piedmont Regional Library.

Board Minutes: Gail moved, Carole seconded, all approved (7-0) Jean's August Minutes.

Treasurer's Report: Gail moved, Amy seconded, all approved (7-0) Kate's August Report that Justine circulated with the comment that more money was received from the Friends for Museum Passes.

Approval of Bills: Justine's August report was distributed, and she gave Fred a copy for his signature.

Old Business: Carol reported the Library building's development progress at length saying that she has no complaints, that all is progressing beautifully, that she goes to the Library a couple of times every day, and that she is staying very close to Barry. She and Amy said that he pays close attention to detail and has clever ideas. They exclaimed that the Library interior appears much larger than they ever imagined, and that one section appears very open compared to it in the Library Model.

- She said the Mason is to work on the chimney.

- Melanson, who is doing the roofing, has an excellent team.

- Barry is ready for building studs to come before sheet-rocking.

- Jeanne is working on lighting with the architects

- Fred said time-wise all is in good shape and the Schedule for finishing was to be by Thanksgiving. Talk was had about the Opening and Fred added that it will be close to January.

- Carol read a Thank You reply from Ken Burns, saying that he appears happy about the Library.

Amy distributed her detailed Development Report about the Community Room, Reading Nook, Ken Burns Reading Room and Children's Room, adding that a power outlet at the Desk is proposed.

Celebration Plans: What kind of Celebration was discussed:

- Making sure people are around: i.e. Ken Burns and David McCullough. Gail offered to contact Elle Carriere about Ken Burns' schedule.

- A possible ceremony for the Ken Burns' and Hubbard's Rooms.

- Peg said she would contact Eric Merklein re a "Show and Tell" presentation for Carol Hubbard.

- Celebrating the top 20 donors: A possible cocktail at the Library or Burdicks.

- Dinner at Burdicks.

- Carole said we should be thinking about a "Thank You" list and who should be recognized. A plaque with a list of Board of Directors who lived thru the renovations of a library was spoken about.

- Justine told about Keene Public Library's all-day-long celebration with Tours, Youth Choir, Acting Guild, six-hour Jazz Performance.

Gail and Fred said we should think about what to do for the next Board Meeting in October, and e-mail each other with ideas in the meantime because of the time limit.

New Business: Gail said to discard Page 28 in the Library Policy Manual. Justine circulated the “First Draft” for review saying the reason for it is because it was written originally for part-time staff. She will work on the Second Draft the Personnel Committee will send by e-mail that will be addressed at the next Board Meeting in October. Peg made some corrections.

Library Reports: Walpole: Justine circulated her August Monthly Statistics report that included the following:

- \$1500 donation received for Coding Club expenses and five new Chromebooks.
- Successful Summer Reading Program report.
- Coding Club started.
- DVDs donated.
- Outreach story times.
- Webinar participation for new Inter-Library Loan Program.
- Redesign of new book labels for Downloading.
- \$200 fee increase for N. H. Downloadable books.
- Revamping of Magazine Collection.
- Library sharing of Digital Newspaper Subscriptions.
- Book Reviews from Library patrons in “Clarion.”

Branch: Rose said she loves her new Flag that reflects the Library is open.

She apologized for the commotion re the door lock, adding that the Fire Chief said he will try to locate a key for the door and if he cannot, he will obtain a new door bar.

The Branch’s “Annual Report. January through August 2019.” was distributed and everyone complimented the continued circulation and attendance growth.

Friends: The Book Sale is coming. There are fewer books this time than in the past. Books can be dropped off behind the Hungry Diner, Rt. 12, Wed.’s 9:00 – 10:00 a.m., Thurs.’s 4:30 – 5:30 p.m.

With no further business, Gail moved, all approved (7-0) we adjourn at 6:00 p.m.

Faithfully submitted,

Shirley Capron, Secy