

Board of Trustees Meeting

Walpole Town Library

October 8, 2019

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

At 4:30 p.m. after a look-see tour of the new reconstruction in the Library, the Board meeting was called to order at 5:00 p.m. at its temporary location in the Town Hall,

Amy moved, all approved (9-0), the September Board Minutes.

Kate distributed her Treasurer's Report and spoke of a correction she made. In noting the over-expenditure of books for the Branch, Justine said money from the Friends can be used to cover. Gail moved, all approved (9-0).

Justine distributed her August Bills report, and mentioned a bill from Scully. It was said the reason for it was to be determined. Gail moved, all approved (9-0).

Old Business: *Furniture Update:* Amy distributed her updated Report saying good progress was made and that she is very pleased with the details. We are waiting for the furniture that could arrive before Xmas. Fred asked, and Amy agreed, to call Pampanoosuc to see if delivery could be moved up before the end of Dec. She spoke about the Ken Burns' desk that is being especially made. In remarking about bringing small things together, she and Justine are to meet about the folding chairs. Amy said savings from Pampanoosuc is about 40%.

Celebration: Jean said the Fundraising Committee decided that the celebration would be in two parts: After much discussion, the Board decided to have a Cocktail for the Major Donors, Fri., Jan 3, 5:00 p.m. for the Hubbard Family and Trustees. At 6:00 p.m. for the other Larger Donors. (Punch – wine, etc.)

The following day, Sat., Jan.4, Open House for the Community, 11:00 a.m to 2:00 p.m. (Cake – Coffee).

Various Plaques were discussed at length. Gail suggested a poster. Peg suggested a plaque stating the Date, Architect, Builders, Library Board, etc.

Carole and Jean are to look at photographs for the Community Room.

Moving: Justine distributed her “Tentative Moving Plan”

- Mon. Nov 25 - Wed, Nov 27 Closed for Packing
- Thur, Nov 28 & Fri, Nov 29 Closed for Thanksgiving.
- Sat. Nov 30 – Closed for Packing.
- Mon, Dec. 2 – Moving Day with Volunteers.
- Mon, Dec. 2 thru Sat., Dec. 14 – Closed for Unpacking, Cleaning & Set-Up.
- Mon.,Dec. 16, Soft Opening for Operation.
- Fri., Jan 3, large donor reception Cocktails at 5:00 p.m. for Hubbard Family and Trustees.
- At 6:00 p.m. for other Larger Donors, Gary and Scully.
- Sat., Jan 4, Grand Opening Celebration.

Staff paid for packing & unpacking, etc. not to exceed normal weekly hours.

Part-time staff will attend and to be compensated for celebration on the 4th.

Library Reports: *Walpole:* Justine distributed her monthly reports, three in all:

- Numbers are down as expected because of a reduced collection, and not all patrons are comfortable visiting.
- The new Inter-Library Program is up and running.
- Downloadable numbers are pretty steady.
- Program numbers are down but attendance is up.
- A new Book Discussion format is being addressed.
- Possible programs with N.H. authors are being looked into.
- Programing with Alstead Library about Presenters is considered in order to save money.

Branch: All is well. Figures are up. Re, Bert remarked that she sees more cars at the Library now.

Personnel Policies: Bert had previously distributed her revised section of the PP. Discussion of it was deferred to the next Board Meeting in November.

Building & Grounds: Jeanne said Jenn Burr is to trim the bushes on

the side of the Library in order to open the view,

Jeanne will take charge of having the Library windows washed.

It was noted that the Town is in charge of removing the tree in Anderson's yard. Carole will contact Rich Anderson to get approval to remove trees.

Technology: Justine declared that one computer is not working.

Friends: The Friends are no longer collecting for the forthcoming Book Sale.

Justine departed as the Board went into Executive Session in order to discuss her job description. Following, the meeting adjourned at 6:00 p.m.

Faithfully submitted,

Shirley Capron, Secy.