

**Board of Trustees Meeting**  
**Walpole Town Library**  
Conducted on "Zoom"

October 13, 2020

**Present were:** Gail Lahaise, Amy Howard, Kate Nerrie, Jean Kobeski, Carol Cramer, Susan Johnson, Jeanne Ramey, Peggy Pschirrer, Jane Malmberg, Shirley Capron.

The Meeting commenced at 4:30 p.m.

**Approval of Minutes:** Amy moved, Jeanne seconded, all approved (8-0) in the September Minutes.

**Treasurer's Report:** Kate had e-mailed her report for September and said there was no income this month, and that we had received more money than what we had spent. Jean moved, Gail seconded, all approved (8-0) Kate's Report.

**Approval of Bills:** Jane had e-mailed her report for September. She said most of the charges are for books, and that there are landscaping bills. In response, Jeanne said that Jennifer Burr has been doing a lot of work moving plants and planting new plants at the front of the building.

- Jane further said there is a new Service Maintenance Agreement contract to be signed in November for \$375.
- Kate will drop off a bill from Gem Graphics for note cards purchased. These cards will be used for thank you notes and other correspondence from the Library. Kate motioned, Gail seconded, all approved (8-0) that \$100 be paid to Joe Beer for use of his image of the Library for the cards.

**Old Business:** Carol is still in close contact with Barry. She spoke with him, and the work outside is finished. Amy said the Library exterior looks great. Kate said a bill was received from Barry for \$10,000. Another for \$4,000 will be for the table and computer desks. She said there will be \$400 left in the Expansion Account. The sound proofing panels are being shipped. The tops for the computer desks are being worked on and should be finished next week. Answering Jane's question about hanging the Ken Burn's posters, Amy explained the wood and plastic hangers that Barry will assist with re.

**New Business:** Filling the empty Board Seat at present was discussed, and Amy recommended nominating Tim Lester. He is very interested in filling Fred's spot, and he was a runner-up in the March elections. Gail said he will have to run in the Spring. Amy motioned we nominate Tim, Jeanne seconded, all approved (9-0). Peg said the Commissioners will invite him to join, and that our Board needs to write it down for Sarah in her office in order for it to be put on their agenda. In discussing how to recognize Fred Ernst's good work for so many years, Amy said to think about it, and also suggested awarding him a Joe Beer print of the Library. All agreed this would be a nice and appreciated gesture. Kathy is going to follow-up on this since she has been in contact with Joe about the print.

**Branch:** The North Walpole Branch "Committee" met and Jane e-mailed a copy to Board members of the subjects presently discussed at length. They were: *Objectives, Outreach, Intent to Open, Staffing Strategy, Technology, Cataloging Books, Hours, Furniture, Children's Books and Programs, Quarantining Books.* Carol said she was impressed with the Committee's good work. Amy said she will write up a Branch Library update for the "Clarion" and the North Walpole blog

indicating the intention to open the Library, but with no firm date yet due to the number of things that need to happen before it can open. She declared also that now the "Committee" for the Branch is dissolved.

When discussing staffing, Jane said she will talk with Rich about the Library budget. She said also that she would talk with Julie about working and programming at the Branch.

Jeff Harrington has generously donated his time to help the Library select new computers for the Branch and the main Library. The Trustees are very thankful to Jeff for volunteering his time and expertise. Jane talked to Jeff about two computers for the Branch. Re, the recent donation of \$2,000 for the Branch to cover the purchase of them was indicated.

In conclusion, Jane noted her budget figures in her e-mailed "Budget Report for Salaries" to the Board.

Jane e-mailed her Library Report, "September and October Updates" to the Board. In it she mentioned Julie's continued programs outside the library with weather permitting. Also Julie's Code Club activity via the Library's website.

- She mentioned Kate's and Michael's pleasant installation for the Library's Story Walk at Distant Hill Gardens and Nature Trail, featuring a new book each month.
- Her report about the Branch's Committee to discuss reopening the Library that includes steps proposed to address changes with the equipment and furnishings, the size of the collection, gaining input about the community, and a proposal for staffing for increased hours.
- She noted the present disposition of handling inter-Library Loans.
- Her intention to keep Amy informed about her current anticipated absence from the Library.

Jane reiterated her statistics on her e-mailed report to the Board, noting an upgrade in Library visits and to websites, adding that the "Ancestry" site was down because the link was not accessible, and that interested users of it were not in the Library.

- She said Programming is down in spots, adding compliments for Julie's work in upgrading sites. Jeanne exclaimed how pleased she is for Jane's presence and good work.

**Grounds:** Jennifer Burr cleaned out the left-hand side of the Library steps. She put in a Weeping Hemlock, Hostas, and various other plants. Jennifer will also be planting bulbs. In conclusion, Jeanne said "Jennifer gave us a good deal, and it is an improvement all the way around."

- Jeanne added that holes are still appearing where trees were removed, and this will be addressed so as not to be a hazard.

- In reply to Jean's question about the Plaques, Jeanne said that she and Gail met re the needed spelling corrections on them, and that she will return them for replacements.

**Technology:** Jeff Harrington is to investigate replacement computers for the Walpole Library that are needed by the end of this year.

With no further business, Gail moved, Carol seconded, all approved (8-0) to adjourn.

Respectfully submitted,

Shirley Capron, Secy.