

Board of Trustees Meeting

Walpole Town Library

June 8, 2021

**Present:** Amy Howard, Kathy Nerrie, Jean Kobeski, Susan Johnson, Gail LaHaise, Tim Lester, Jane Malmberg,

**Absent:** Jeanne Ramey, Shirley Capron, Peggy Pschirrer

The meeting was called to order at 4:30 p.m.

**Approval of Minutes:** Gail moved to accept the minutes of the May 11 meeting. Kathy seconded, and all voted to approve.

**Treasurer's Report:** Kathy noted that we received \$9,500.00 from the Friends of the Library this month.

Jane reported that the library will let the subscription to the Junior Library Guild lapse, freeing up \$1,500.00. She suggested using \$500.00 of the money for children's books; the remainder can be used for adult and children's programming and technology.

Kathy suggested raising the programming and children's book budgets for next year. All agreed.

Amy stated that North Walpole patrons should be encouraged to ask for books they don't see but want. Kathy reminded the board that the O. Hubbard money is given in two checks, one for N. Walpole and one for Walpole.

Gail moved to accept the Treasurer's report. Tim seconded and all approved.

**Bills:** Jane reported that all museum passes have now been purchased, as have materials for Take and Makes. She said she did not cancel the subscription to the NY Times because she was offered a special rate for the year. She did not renew Hoopla because usage has been low and we lose funds we put into it if we don't use it.

Jane reported she is applying for funds from the American Recovery Act to purchase Launchpads for Walpole and N. Walpole. She is also applying for money for the \$1,000.00 subscription to Universal Class, a series of online courses in a variety of subjects that would be available to library patrons.

There are two additions to the bills: curtains for N. Walpole \$122.87, and plaques for \$91.90.

Gail moved to approve the bills; Tim seconded and all voted in favor.

**Old Business**

**Plaques:** Amy showed the board the finished plaques. The plan is to present Rose with her plaque at the N. Walpole reopening reception in the fall.

**North Walpole Reopening:** N. Walpole will reopen on Monday, June 14. Amy stated new signage is needed. One sign will hang on the outside of the building. Amy suggested a sandwich board to place closer to the road showing the library is open.

#### **New Business**

**Acceptance of Private Money:** Sue recently attended a New Trustees Orientation, where she learned about a policy for accepting private donations. According to RSA 202-A: 4-C, the library board must vote to accept unanticipated money. Once a month unanticipated money under \$5,000.00 is voted on by the board and results of the voting recorded in the minutes. Amounts exceeding \$5,000.00 must be approved by the town.

The board decided that, moving forward, such voting will occur during the Treasurer's Report if donations appear on the report.

**Board Meetings:** Sue also stated she learned that library boards must again meet in person with a quorum in attendance. She and Jane explained that the state might make Zoom options mandatory; a decision on that is forthcoming.

**Meeting Room Policy:** At a recent meeting of the Nubanusit group, Jane participated in a discussion on meeting room policies. Currently our library has a vague, inaccurate policy that needs to be changed, and Jane presented some guidelines she learned at the meeting.

Capacity and anticipated behavior can limit usage, and someone with a library card should reserve the room for non-profits. Usage cannot be denied because of religion. Do not list the library as a sponsor for programs by outside groups just because the event is happening in the library. Patrons cannot be charged to attend any event in the library. If the presenter wants to charge a fee, the library would pay the presenter, and it would become a library-sponsored event. It was suggested that a donation box be put out at such an event, with donations going to the library.

Children 8 years and older may attend programs unaccompanied by an adult. Children under 8 need to be accompanied by an adult at all times in the library.

Jane will work on a draft of the new policy.

**Operations:** Jane described this year's summer reading programs, "Tails and Tales" for children and "Reading Colors Your World" for teens and adults. Instead of trinket incentives this year, Brag Tag necklaces will be given to participants. Teens and adults will receive raffle tickets for gift certificates to local establishments. The summer reading program will begin online at the library website for both branches on June 16th.

**Friends of the Library:** Carole Malnati confirmed that the Friends will hold their book sale this fall. They will start taking book donations in August.

**Other Business**

**North Walpole ILL:** ILL is available for N. Walpole patrons online. Just choose the preferred library for pick-up.

Amy asked when the steps were going to be repaired. Jane said she would ask Peggy.

Instead of meeting in July and August, any important notices will be sent and other business will be conducted online.

Amy moved to close the meeting, Gail seconded, and all voted to adjourn at 5:38 p.m.

Respectfully submitted for Shirley Capron,  
Jean Kobeski

Minutes are in draft form until approved by vote of the Board of Trustees.

