

Board of Trustees Meeting  
Walpole Town Library  
October 12, 2021

**Present were:** Amy Howard (Chair), Kathy Nerrie (Treasurer), Gail LaHaise, Susan Johnson, Tim Lester, Bill Ranauro, Jane Malmberg (Library Director, Peggy Pschirrer (Selectboard Liaison), Julie Rios (employee), Deb Kelsey (employee)

**Absent:** Jean Kobeski

The meeting commenced at 4:32pm at the North Walpole Branch Library.

Amy commented that Jane has been with the Library for one year now and that the board is happy to have her and very appreciative of her leadership of the library.

**Approval of Minutes:** There were two changes to the minutes from September Re: Water in N. Walpole and having Jane and Amy follow-up on potential replacements for Jeanne and Shirley on the board. The water in the branch library in North Walpole is drinkable. Kathy moved to approve the September minutes with these changes, Susan seconded; and all approved the September minutes.

**Treasurer's Report and Bills:** There were no questions about the budget and Kathy had nothing remarkable to report. There was one question about last month's bills. Why did the library purchase books from Toadstool instead of the library supplier. Jane remarked that the library supplier has been backlogged and she wanted to make sure that the library had books on hand for an author talk so she purchased the books from Toadstool with a discount for libraries. Kathy moved to approve the Treasurer's report and bills, Gail seconded; and all approved the Treasurer's report and bills.

**2022 Budget:** Jane reviewed her proposal for the 2022 library budget. She explained her rationale for changes in each line item. DVD purchases will be down as more people stream content; Lowering cleaning supplies and postage based on 2021 usage; increase to both adult and children's programs; increase children's book purchases; increase on museum passes based on usage. The budget is still balanced with expected income. Gail moved to approve the 2022 budget, Kathy seconded; and all approved the 2022 budget.

**Volunteer Recognition:** Amy noticed we had yet to use the volunteer recognition budget and given the critical role we should make sure to recognize the volunteers this year. The usual dinner will not be held because of the pandemic. The board had some good ideas about how to recognize them. Kathy and Jane will work together to figure this out.

**Chimney Issues:** Kathy and Jane have heard from Barry Bellows with more details on what he expects to be the issue with the chimney leaking. Since the town owns the building, it is up to the town to decide how and when to repair it. Peggy remarked that because of the floods in July the town is pressed for funds, but would pursue the chimney issue and potentially

introduce it as a warrant article next year. Kathy and Jane will forward all the relevant information to Peggy. The town budget will be discussed by the selectman on Dec 10<sup>th</sup>.

**Desk Set-up in N. Walpole:** Amy asked about the desk set up in the branch. Both Julie and Deb said they like the set-up. Susan has a small desk that was her father's that she would be happy to donate. Julie and Susan discussed the utility and Julie welcomed the donation. Susan will contact Julie to arrange delivery when Julie is in N. Walpole.

**Long Range Goals/Strategic Plan:** We discussed wanting to revive this and see how we are doing against them and revise them. Kathy was able to produce her copy which we will disseminate. We will discuss at the next meeting.

**New Trustees to Replace Jeanne Ramey and Shirley Capron:** Amy and Jane met during the month and discussed potential new trustees. Jane and Amy put them forth to the group to discuss. We wanted representation from N. Walpole and from a present parent of children that use the library. There is still some work to do with the process and Amy and Jane will complete that and communicate with the trustees via email during the month to hopefully finalize the recommendation to the Selectboard. Amy will write a short article for the Clarion recognizing Jeanne and Shirley's time on the board.

**Branding and Logo for the Library:** Jane passed around some examples of library logos and branding that she thought were very well done. She thought it would be good for the Walpole Library. We could use money from our advertising budget. We discussed hiring someone or potentially inviting the community to send in ideas.

Amy will connect with Jane on potential website changes. She mentioned that the platform the site is on now is outdated. Julie would like to change as well because she is limited by WordPress.

**N. Walpole Open House:** We discussed having an open house in N. Walpole so the community can see the updates to the branch. It will be held on November 6<sup>th</sup> during opening hours (10-1). There will be refreshments. Trustees are encouraged to attend. Jane will put out ads for the open house.

**Buildings and Grounds:** Tim volunteered to take over Jeanne's role as the lead on this committee. He will connect with Jeanne to transfer projects.

There is a bench outside the branch that is in need of painting. Jane will contact the commissioners in N. Walpole to ask if it can be painted and see if Brad can do it.

**Friend's Report:** The book sale is coming up the last week in October. There are still volunteer spots open for the weekend.

At 5:40 Gail motioned to adjourn, Tim Seconded; All in favor.

Respectfully submitted,

Amy Howard for Jean Kobeski, Recording Secretary

\*\*\*These minutes are considered DRAFT until approved by the trustees at the November meeting.