

**Walpole Town Library**  
**Board of Trustees Meeting Minutes**  
**October 10, 2023**

**Present (By roll call attendance):** Amy Howard (Chair), Kathy Nerrie (Treasurer), Susan Johnson, Tim Lester, Erin Bowen, Gail LaHaise, Sarah Mann (filling in as Recording Secretary), Jane Malmberg (Library Director)

**Absent:** Bill Ranauro, Jean Kobeski

Amy Howard brought the meeting to order at 4:32PM in the main room of the North Walpole Branch.

**Approval of Minutes:** Gail moved to accept the minutes of the September 12, 2023 meeting. Tim seconded and all voted in favor. Motion carried.

**Treasurer's Report:** Kathy emailed the Treasurer's Report to the trustees for review prior to the meeting.

**Review of Bills:** Jane emailed the bills to the trustees prior to the meeting. Amy moved to accept the Treasurer's Report and Bills. Gail seconded, and all voted in favor. Motion carried.

**Old Business**

***Library Budget***

Newspaper subscriptions have gone up so that line item will be slightly over budget. North Walpole book drop leaks, which causes damage to books. It's very old and needs to be replaced, not repaired. Jane will ask the Friends of the Library to contribute extra money towards this replacement next year. Technology line item increased as a result of the Library taking on some licenses that had previously been covered by the Town. Children's books budget will increase next year in accordance with usage. Gail voted to approve the budget as written. Kathy seconded, and all voted in favor. Motion carried.

***Chimney and Front Door Repair Status and New Warrant Article:*** The cap has been installed on the chimney and the external portion of that project is now complete. When Newcomb's Masonry had come out to originally discuss the chimney project, they also noted that the stonework along the north side of the building has significant erosion of the mortar, likely due to road salt usage in the winter. Quote to clear out and replace all the mortar is \$4,900. Jane to ask about additional cost for repairing the concrete work on the front steps and will come back in November with an updated estimate. Planning to submit a warrant article to the Town and aim to have work done next summer.

Old Library front door to become part of a new Little Free Library at Distant Hill next year.

***New Children's Shelves:*** Jane and Julie met with Tucker Library Interiors to consult on moveable shelves and room layout. Quote came in at nearly \$14,000. Would have significant benefits to all of the age groups served in the Main Library, as well as considerable benefits for

the entire Children's section and overall aesthetic of the main room in North Walpole. Friends of the Library had already committed \$10,000 for this project and when Jane shared the estimate, the Friends agreed to cover the incremental cost as well.

Conversation around how these layout changes may impact noise levels in the library raised the issue that we need to add a Noise Policy to the Library's Disruptive Patron policy. Jane to address.

### ***Staff/Volunteer Party***

Town Hall is booked for 11/9. Event will start at 6PM. Invitees will include Library staff, volunteers, and Friends of the Library Board members. Kathy is arranging caterer for dinner and dessert. Library Board to provide appetizers. Leftovers will once again be delivered to the Food Shelf the following day for distribution. Kathy to circulate sign-ups for help. Sarah to send updated invitations to Jane for delivery.

### ***Library Challenge***

No follow-up on Jane's email. Positive feedback on Banned Books display.

### ***New Business***

***Internal Damage from Chimney Leak:*** ServPro came in and didn't see visible mold but noted that they couldn't access the full attic due to the presence of blown-in insulation. Jane will have air quality testing done to ensure there are not harmful levels of mold present. Once we know whether or not we need to treat mold, Jane will start working on quotes for the final repairs to the water-damaged areas of the ceiling.

### ***Other Business***

#### ***Operations:***

Jane shared the new Display Policy for the Library. Board reviewed with minor edits.

***Adjournment:*** With no further business to discuss, Gail moved to adjourn the meeting and Amy adjourned the meeting at 5:33PM.

**The next meeting will be November 14, 2023 at 4:30 p.m. at the Main Library.**

Respectfully Submitted,

Sarah Mann, filling in for Recording Secretary Jean Kobeski

\*\* These minutes are in draft form until approved at the November 14, 2023 meeting.