



***Alice M. Ward Memorial Library Board of Trustees
Minutes
April 3, 2018***

I. Open Meeting:

The 04/03/2018 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 5:30 pm by Chairman Sue Gosselin.

II. Attendees:

Sue Gosselin, Nancy Renaudette, Nancy Petro, Katie Sawicki, Sharon Belleville, Craig Varley

III. Approval of Minutes from Previous Meeting:

A motion was made by Sharon B. and seconded by Nancy P. to approve the 02/06/2018 AWML Trustee meeting minutes. Minutes were approved by a unanimous vote.

IV. Additions/Deletions to Agenda:

None

V. General Public Comments:

None

VI. Building Maintenance/Concerns:

Furnace cleaned by Tallmage Plumbing and Heating.

An estimate was provided for running a small vent into the storage closet to provide enough heat to use the space to store computer/electronic items. Quote was \$450 for the project. Nancy P. made a motion to have the work done and Katie seconded. Passed unanimously.

Five windows have been removed for restoration. As restoration is completed on those they will be replaced and more removed to restore until the process is completed. It is expected to take several months to complete restoration of all windows.

VII. Budget Review:

None- at the May meeting trustees will review YTD report from the town clerk vs. all receipts to date.

VIII. Policy/Bylaw Review:

Trustees are researching and reviewing bylaws of other libraries in preparation to create new trustee bylaws for AWML.

IX. Library Activity:

See Librarian's report

X. Ongoing/Future Goals:

Continued building restoration

XI. Other Business:

The new electronic catalog is progressing. Currently cleaning up the data transferred from Library World. Soon will be cataloging. Will be ready when Library World subscription ends.

XII. Adjournment:

A motion was made by Sue to adjourn the 04/03/18 AWML Trustees meeting. Meeting adjourned at 7:15 pm.

Next Meeting: The next regular meeting of the Alice M. Ward Memorial Library Trustees will occur at 5:30 pm on 05/01/18