



***Alice M. Ward Memorial Library Board of Trustees  
Minutes  
April 6, 2022***

**I. Open Meeting:**

The 04/06/2022 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 4:05 pm by Nancy Petro.

**II. Attendees:**

Nancy Petro, Kathy Smith, Sharon Belleville, Gana Carr, Shellie Bresnahan, Sharon Ellingwood White & Ronald King

**III. Approval of Minutes from Previous Meeting:**

A motion was made by Shellie and seconded by Gana to approve 02/02/2022 AWML Trustee meeting minutes. Minutes were approved by a unanimous vote.

\*There was no meeting in March. Town meeting.

**IV. Additions/Deletions to Agenda:**

None

**V. General Public Comments:**

Ron King addressed the condition of the sidewalk leading to the front door. The sidewalk is crumbling due to age and salt use in the winter. There are a couple of spots that have developed holes. It is a tripping hazard and is getting hard to clean off in the winter. Options were discussed- the best two seem to be ledge pack or paving. Sharon will contact someone on the Rec Park Committee to inquire as to plans for repaving of the track so that we might obtain pricing for the sidewalk to occur while the paving company is already in town.

**VI. Building Maintenance/Concerns:**

Carpet removal and replacement estimate received and reviewed. Work to occur in the spring- exact date not yet provided.

Side door lock needed to be repaired. Mark Zizza (locksmith) repaired and rekeyed. Mr. Zizza is going to provide a quote on a security camera for the front of the library. Sharon and Nancy suggested asking for an estimate for the carriage house side as well.

Sharon will call an exterminator regarding the boring bugs in the carriage house and what needs to be done to treat/kill them.

Front foyer still needs to be repaired/painted. Sharon E. is in communication regarding getting that process going.

**VII. Budget Review:**

The financial report from the town clerk was reviewed. There is a question regarding an amount of \$10.04. Shellie will review with the town clerk. Budget on track YTD.

**VIII. Policy/Bylaw Review:**

No policy reviewed. Discussed having a policy regarding use of space by the Canaan Historical Society. Discussion goes back to recommendations made by an insurance inspection for VLCT. Trustees agree that a policy should be created to define access to and use of the building outside of open library hours as there is no access to the historical society without entering the library itself.

**IX. Library Activity:**

See Librarian's report information.

**X. Ongoing/Future Goals:**

Continued improvements to the building. Continued access and provision of services to all community members.

**XI. Other Business:**

Thank you cards will be sent to express appreciation for the extra care provided during snow removal.

Discussed library policy regarding patron behavior as a loud verbal confrontation recently created an uncomfortable atmosphere recently. Library staff intervened, handling the situation. Policy will be enforced as the library is a place for all to feel welcome and comfortable.

No business was conducted at the meeting requiring trustee voting.

**XII. Adjournment:**

A motion was made by Sharon to adjourn the 04/06/2022 AWML Trustees meeting and seconded by Shellie. Passed unanimously. Meeting adjourned at 5:33 pm.

**Next Meeting:** The next regular meeting of the Alice M. Ward Memorial Library Trustees will occur at 4:00 pm on 05/04/2022.