



***Alice M. Ward Memorial Library Board of Trustees
Minutes
August 7, 2018***

I. Open Meeting:

The 08/07/18 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 5:30 pm by Secretary, Sharon Belleville.

II. Attendees:

Katie Sawicki, Nancy Petro, Sharon Belleville, Gana Carr, Shellie Bresnahan, Nancy Renaudette, Craig Varley

III. Approval of Minutes from Previous Meeting:

A motion was made by Katie and seconded by Nancy P. to approve the 07/10/18 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:

Windows- Craig shared an email from Sally Fishburn regarding the progress on our windows. She plans to be back in Canaan on 8/10 to work on frames. She was delayed by a project at the Athenaeum in St. J that is now complete.

No additional estimates on stair railing to upstairs (though several carpenters have promised to stop and look at the railing).

Chris Mailloux still is to return to seal doorway on park side of building and put a “dummy door” there to preserve the historical integrity of the building.

Bamboo (Japanese Knotweed): Reported by Katie after speaking to Selectboard- the Selectboard continues to work with the state on finding a way to eradicate the bamboo. It is an invasive species causing problems throughout the state, and several places in Canaan. There are no current solutions. Katie will ask if it can be cut back for appearances. If the gentleman who does the town mowing cannot do it we will reach out to someone else to take care of cutting back.

Lighting: Craig has selected a light style he believes will work well to improve lighting in the room on the park side of the library and at the base of the stairs. It is a flush mount round fixture. Rodney Smith (electrician) is going to stop by to give Craig advice on how many fixtures would be needed to provide the lighting desired and to price those fixtures in a 17" round in brushed nickel. He may also provide advice on how to light a couple of dark areas between book cases. Trustees will review the estimate from Rodney when received.

VII. Budget Review:

Craig did a review of the budget report vs. records to date. Report from town and Craig's numbers matched except for a couple of errors Craig identified on his side to be reconciled. There are some items accounted in the wrong category that Craig will request allocation to the correct category. Prior to next month's meeting a YTD report will be requested so trustees can review ahead of meeting and be prepared to discuss.

VIII. Policy/Bylaw Review:

Sharon made a motion to approve the Trustee Bylaws and was seconded by Katie. After discussion regarding the minimum number of meetings to be held per year vote was taken and the bylaws passed unanimously. Bylaws were signed by the trustees and provided to Craig to scan and upload to the websites trustee page.

IX. Library Activity:

See Librarian's report

X. Ongoing/Future Goals:

Repairs/restorations ongoing.

Jonah Cote will be asked if he might be willing to come present his ideas regarding future use of the Carriage House (previously presented at a Heart and Soul meeting) at a trustee meeting.

XI. Other Business:

All trustees present. Nominations and approval of Trustee positions made as follows:

Secretary: Sharon B. nominated by Katie and seconded by Jana. Unanimously approved.

Chairperson: Katie nominated by Sharon and seconded by Jana. Unanimously approved.

Vice Chairperson: Nancy P nominated by Sharon and seconded by Jana. Unanimously approved.

XII. Adjournment:

A motion was made by Katie and seconded by Nancy P to adjourn the 08/07/18 AWML Trustees meeting. Approved unanimously. Meeting adjourned at 6:52 pm.

Next Meeting: The next regular meeting of the Alice M. Ward Memorial Library Trustees will occur at 5:30 pm on 09/04/2018