



***Alice M. Ward Memorial Library Board of Trustees  
Minutes  
January 4, 2023***

**I. Open Meeting:**

The 01/04/2023 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 4:09 pm by Nancy Petro.

**II. Attendees:**

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

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

A motion was made by Gana and seconded by Kathy to approve the 12/07/2022 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:**

All noted in monthly Librarian's Report- Sharon E-W provided a document from the volunteer who is going to work on the handrails to the second floor showing railing and bracket options and prices. He is ready to begin once materials are chosen and obtained.

See Librarian's report on the following:

Efficiency Audit  
Snowblower  
Window Shades

**VII. Budget Review:**

Holiday donations received from patrons.

The proposed budget was reviewed some adjustments made for 2023. Kathy made a motion that was seconded by Nancy to approve a 2023 proposed budget of \$85,473.00. Passed unanimously and will be submitted to the town for presentation at the 2023 Annual Town Meeting.

### **VIII. Policy/Bylaw Review:**

Discussed the holiday policy as to whether Civil Rights Day is a closed/paid holiday as the town office schedule states that they are closed. AWML follows the Town Employee Policies- they do not state that this is one of the observed holidays- but do state "others as approved by the Selectboard." A trustee will verify with the town office.

\*Update: Town office is not closed for Civil Rights Day- printed in error.

No other policies or bylaws discussed at this meeting.

### **IX. Library Activity:**

See Librarian's report on the following.

- Community use of space/community resources
- Rapid Covid tests for distribution
- Snowshoe borrowing
- Future programming
- Community resources

### **X. Ongoing/Future Goals:**

### **XI. Other Business:**

Student who has been helping at the library has completed the term set by Hireability of VT. They would like to continue with the library. The possibilities of them continuing, either through the program or as a volunteer, are being investigated. This student has been very helpful performing tasks in the library.

Amazon is ending their line of credit program. Sharon orders some of the books for the library collection from them as well as programming and other supplies. She will investigate whether we can enroll in a business account that will invoice the library. Trustees will also inquire about the library having a credit card for such purposes. Follow up to be discussed at the February trustees meeting.

Informational: Rec Park Committee discussing a splash pad in the rec park. Discussion included the possibility of connecting to the library for electricity- they pay the difference in usage caused by the splash pad. Short general discussion. No vote as this is preliminary- the Rec Park Committee will come to a trustee meeting with more information as the project progresses.

### **Executive Session:**

- Sharon B made a motion to go into executive session to discuss the evaluation and contract of the librarian under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes. Seconded by Nancy.
- Passed unanimously.
- Executive session entered at 5:20 pm
- Executive session ended at 5:55 pm

### **XII. Adjournment:**

A motion was made by Nancy and seconded by Kathy to adjourn the 01/04/2023 AWML Trustees meeting. Meeting adjourned at 6:05 pm.

**Next Meeting:** The next regular meeting of the Alice M. Ward Memorial Library Trustees will occur at 4:00 pm on 02/01/2023.