Alice M. Ward Memorial Library Board of Trustees
Minutes
January 6, 2021

I. Open Meeting:
The 01/06/2021 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 5:33 pm by Katie Sawicki.

II. Attendees:
Katie Sawicki, Nancy Petro, Sharon Belleville, Shellie Bresnahan, Gana Carr, Sharon Ellingwood and Ronald King

III. Approval of Minutes from Previous Meeting:
A motion was made by Shellie and seconded by Gana to approve the 12/02/20 AWML Trustee meeting minutes. Minutes were approved by an unanimous vote.

IV. Additions/Deletions to Agenda:
None

V. General Public Comments:
None

VI. Building Maintenance/Concerns:
All noted in monthly Librarian’s Report

VII. Budget Review:
December 2020 budget reviewed. At year end 2020 the library ran well under the proposed annual budget. A motion was made by Shellie and seconded by Gana to approve the December budget report. Approved by unanimous vote.

The 2021 proposed budget was reviewed. Changes made include changing the name of the category “Books” to “Books and Subscriptions” and changing “Postage and fees” to just “Postage”. There are a couple of expense categories that need to be verified with the town clerk. 2020 Final expenses were reviewed, and 2021 numbers adjusted as per trustee discussion. Pending verification of a couple of
numbers with the town clerk Sharon B. made a motion to accept the 2021 Proposed Library Budget as written. Seconded by Nancy and approved by unanimous vote.

VIII. Policy/Bylaw Review:
Snowshoe borrowing policy/release of liability reviewed. Motion made by Katie and seconded by Sharon B. to accept as written. Approved by unanimous vote.

IX. Library Activity:
See Librarian’s report for additional information.

X. Ongoing/Future Goals:
Reopening by appointment per plan

XI. Other Business:
None

XII. Adjournment:
A motion was made by Katie and seconded by Sharon B. to adjourn the 01/06/2021 AWML Trustees meeting. Meeting adjourned at 6:56 pm.

Next Meeting: The next regular meeting of the Alice M. Ward Memorial Library Trustees will occur at 5:30 pm on 02/03/2021.
Alice M. Ward Memorial Library Board of Trustees
Minutes
February 3, 2021

I. Open Meeting:
The 02/03/2021 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 5:33 pm by Katie Sawicki.

II. Attendees:
Katie Sawicki, Sharon Belleville, Shellie Bresnahan, Gana Carr, Sharon Ellingwood, Guests: Ronald King and Kate Larose.

III. Approval of Minutes from Previous Meeting:
A motion was made by Shellie and seconded by Sharon B. to approve the 01/06/2021 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.

VII. Budget Review:
2021 Proposed budget has been submitted to town for Town Report.

VIII. Policy/Bylaw Review:
None

IX. Library Activity:
See Librarian’s report for additional information.
Reserve list is busy.
Inside visits by appointment only. 12 appointments since reopening.
X. **Ongoing/Future Goals:**
Sharon B. suggested a FB post highlighting snowshoe loans and thanking the Border Riders for dragging the track at the rec. park.

Discussion held on what to use grant from VT Community Foundation- must be related to computer/internet related upgrades.

Work on sorting/cleaning out old documents in filing cabinets. Trustee volunteers encouraged.

Discussion held regarding carriage house. Is it time to investigate grants for a feasibility study on upgrades to the carriage house?

Discussion held regarding how to assist Canaan with a "community hub"- resource person to give information/connections to local resources. The library is a community hub offering many services already, could we supplement the services already offered? This discussion stemmed from a topic being investigated by Canaan Naturally Connected.

Add a "did you know" on to Sharon’s press releases.

XI. **Other Business:**
Katie Sawicki is not seeking re-election to the trustees this year.

XII. **Adjournment:**
A motion was made by Shellie and seconded by Katie to adjourn the 01/06/2021 AWML Trustees meeting. Meeting adjourned at 7:00 pm.

*Next Meeting:* The next regular meeting of the Alice M. Ward Memorial Library Trustees will occur at 5:30 pm on 04/07/2021.