



Alice M. Ward Memorial Library Board of Trustees
Meeting Minutes
June 7, 2023

I. Open Meeting:

Meeting opened at 4:07 pm

II. Attendees:

Nancy Petro, Gana Carr, Shellie Bresnahan, Sharon Belleville, Kathy Smith

III. Approval of Minutes from Previous Meeting:

A motion was made by Shellie and seconded by Gana to approve the minutes of the May 2023 trustee meeting. Passed unanimously.

IV. Additions/Deletions to Agenda:

None

V. General Public Comments:

None

VI. Building Maintenance/Concerns:

Ron King discussed the new shelves purchased from W. Stewartstown and what needs to be done to get them installed. The new shelves are larger and will allow for better storage and display of books. One area will need something added to anchor the shelves. Will reach out to the gentleman who installed the new railing and office door for advice on the best action to take.

LED lighting has been installed throughout the library.

Quotes for several projects are in hand. Awaiting action as the REDI grant is being used to have Isaac Wagner, consultant, complete a scope of work necessary to apply for large grants (discussed in prior trustee meetings and recorded in the subsequent minutes/reports). Projects will be embarked upon as funding is available.

See May Library Report for additional information.

VII. Budget Review:

Expenditures for May reviewed. May and YTD budget reviewed. A motion was made by Sharon and seconded by Gana to approve the budget. Approved unanimously.

Sharon shared information on a couple of small grants that are directed to specific types of materials for the library.

See May Library Report for additional information.

VIII. Policy/Bylaw Review:

Building Use Policy and Policy on Payroll Procedures need to be completed.

IX. Library Activity:

Library has been busy with patron visits, programs, space usage for patrons, etc.

Tomorrow (6/8) will be the final playgroup before summer. Playgroup will resume in September. Fiber friends is busy and well attended each week.

Sharon Ellingwood-White preplanned some summer programs including a pollinators program in July.

See May Library Report for additional information.

X. Ongoing/Future Goals:

Continued efforts to find grants and funds to assure the library is maintained and improved to assure ongoing availability of service to the community.

XI. Other Business:

Trustees interviewed candidates for the open Library Director position over the past several weeks. A motion was made by Shellie and seconded by Kathy to extend an offer of employment to one of the candidates. The motion passed unanimously. The new director will join AWML in late June. The trustees look forward to introducing them to the community.

The trustees wish to express their thanks and gratitude to Sharon Ellingwood-White for a job well done. Under Sharon's care the library thrived. We wish Sharon the very best in her new position.

XII. Adjournment:

Meeting adjourned at 6:15 pm

The next trustee meeting will be held on July5 , 2023 at 4:00 pm