

## **ALICE M. WARD MEMORIAL LIBRARY BOARD OF TRUSTEE**

### **MEETING MINUTES** **DATED 06/06/2016**

#### **CALL TO ORDER**

Meeting was called to order by Sharon at 5:33 P.M.

#### **ATTENDING**

Trustee's present were Sharon Belleville, Sue Gosselin, Nancy Renaudette, Suzanne Phinney.

#### **APPROVAL OF MINUTES FROM LAST MEETING**

Minutes were approved by Suzanne and seconded by Sharon.

#### **ADDITIONS/DELETIONS TO AGENDA**

Many additions to the agenda remain on hold because Craig was not able to attend this meeting. These additions will remain in place for the July meeting which will be held on July 6<sup>th</sup>.

#### **BUILDING MAINTENANCE/CONCERNS**

Sharon will be contacting Brian Dorman on the foundation work. Sharon has asked Haze Smith to look at the many work requirements needed for the library.

#### **BUDGET REVIEW**

We did have a copy of the budget from Noreen to review. Suzanne and Sue will be meeting with Noreen on June 15<sup>th</sup> to review questions.

#### **POLICY/BYLAW REVIEW**

Craig was not able to attend this meeting, the whistleblower policy is still on hold.

#### **LIBRARY ACTIVITY (LIBRARIAN'S REPORT)**

There was no activity report submitted.

#### **OTHER BUSINESS**

The trustee's received a letter of complaint from a local patron. A response will be written to address their concerns. A call will be made to Presidential Pest Control, concerns of mice droppings. The trustee's are working on a librarian's contract. A thank you card was signed by all trustee's present, to Mike Worth of Ethan Allen, for the donation of three file cabinets. The trustee's have informed Craig that during his vacation they will be cleaning out files and the supply closet. Craig has asked Ron, Dennis and Alexis to cover his time that he is away on vacation.

#### **ADJOURNMENT**

Motion to adjourn the meeting was by Sharon, and seconded by Nancy. Meeting adjourned at 7:30 PM.