



***Alice M. Ward Memorial Library Board of Trustees
Minutes
January 7, 2026***

I. Open Meeting:

The 01/07/2026 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 4:09 pm by Sharon Belleville.

II. Attendees:

Kathy Smith, Sharon Belleville, Gana Carr, Shellie Bresnahan, Cindy Smythe, Ron King.

III. Approval of Minutes from Previous Meeting:

A motion was made by Gana and seconded by Sharon to approve 12/03/20254 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:

Furnace cleaning has been completed.

2 estimates received for heat system have been forwarded to Peder Rude to include in renovation proposals.

Paint is peeling on the driveway side of building. Painting will need to be planned for the whole building, not just the Carriage House, as renovations get to that point.

VII. Budget Review:

A motion was made by Kathy and seconded by Gana to approve the December financials as presented. Approved by unanimous vote.

A submission for reimbursement has been sent for Carriage House expenses. The monies were paid out in December; hence the end of year expenses will appear over budget, but the monies will be put back into account when reimbursed as it was grant spending.

The proposed budget for 2026 was reviewed and finalized. A motion was made by Gana and seconded by Kathy to approve the proposed 2026 budget for submission to the town for inclusion in the town report. Motion passed unanimously.

VIII. Policy/Bylaw Review:

None.

IX. Library Activity:

The students will be coming from the school for library visits once again now that the holidays are over.

Cindy has ordered two Lenovo desktop computers to replace two of the older public-use computers that are no longer upgradable. The new computers will come with Windows 11 pre-installed.

Kits are being assembled for the upcoming Tiny Art Show which will begin in February.

Three boxes of duplicate boxes have been packaged for return to the distributor.

X. Ongoing/Future Goals:

Continuing Carriage House Project

XI. Other Business:

Several letters of interest and resumes have been received for the library director's position. Trustees are working to review each of them and schedule interviews.

Multiple duplicate books were received last month due to a glitch in the book seller's ordering system. They provided a return shipping address for the duplicate books, but no return shipping labels. Cindy will be reaching out to them for prepaid return labels as the error was on their end, not ours.

There was a delay with DHP (Dept of Historic Preservation) that pushed the Carriage House progress out a few weeks longer than expected. RFPs are expected to be ready between 1/16 and 1/20. Ryan Edwards has notified us that once they are released, he can be available by phone or "Zoom" to answer questions for prospective bidders. Also, once the construction is underway, he will be onsite approximately every two weeks.

Executive Session:

Sharon made a motion to go into executive session to discuss the applicants for the librarian position under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes. Seconded by Shellie. Passed unanimously.

Executive session entered at 5:10 pm

Executive session ended at 5:30 pm

XII. Adjournment:

A motion was made by Kathy to adjourn the 01/07/26 AWML Trustees meeting. Meeting adjourned at 5:37 pm.