

**Alice M. Ward Memorial Library Board of Trustees**  
**Minutes**  
**August 7, 2017**

**I. Call to Order:**

5:40pm

**II. Attendees:**

Sue Gosselin, Nancy Petro, Nancy Renaudette, Sharon Belleville, Craig Varley

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

Sharon made a motion to approve. Seconded by Sue. All were in favor.

**IV. Additions/Deletions to Agenda:**

None

**V. Building Maintenance/Concerns:**

Sharon messaged the electrician, Rodney Smith, during the meeting regarding his estimate for the work on the library as Craig has been unable to reach him. Mr. Smith responded and stated he would come to the library on 8/8/17 to review the project with Craig.

Trustees attended a Selectboard meeting regarding the bamboo growing on the slope behind the library leading down to the Rec Park. Discussion was held regarding who was responsible for maintaining the slope. Greg to contact an expert in NH regarding how to deal with the invasive plants and will report back to the trustees. The slope has been mown once but needs another cutting. Trustees are not aware of who did the mowing. It was not finally clarified who would be responsible for cleaning and maintaining the slope. Will reopen the subject when the report is received from the expert on how to handle the invasive plants.

**VI. Budget Review:**

Per meeting with the town clerk, the 50K Vt Preservation Trust grant must show on the budget even though we never actually receive the money (invoices go to the VPT for payment directly by them).

Two items are not totaled into any category on the budget report from the town office. Sue is going to check this with the town clerk when she goes in to sign the warrant. Will review at next meeting.

Workers Comp Insurance. A loss control consultant with the VT League of Cities and Towns visited the library to perform an inspection of the premises. A summary of his report is included in the Librarian's report.

**VII. Policy/Bylaw Review:**

The Computer/Internet Use policy was approved with changes to the printing charges. Nancy P. made a motion to approve the policy. Seconded by Nancy R. All were in favor. Signed by Trustees. (see the librarian's report for new printing charges)

**VIII. Library Activity:**

See librarian's report.

**IX. Ongoing/Future Goals:**

Nothing new

**X. Other Business:**

Book sale during Sugar on Snow brought in \$30.00. Book sale will be held again during the Moose Festival.

**Raffle:** There is a large compost bin (new) in the Carriage House. Trustees discussed raffling off as a fund raiser. Sharon will email raffle tickets to Craig. Craig to take a photo of the bin to make a flyer. Tickets will be \$1.00 each or 6 for \$5.00. The drawing will be held on the Saturday of Moose Festival.

**Trustee Training:** Lara Keenan, State Library Consultant, Governance and Management Vermont Department of Libraries is providing a training for the trustees at the September meeting.

**September Meeting Date:** Because the first Monday in September is a holiday the monthly trustee meeting will be held 9/11/17 at 4:30 pm.

**XI. Adjournment:**

6:20pm (motion by Sue, Seconded by Nancy R. All were in favor).

Next Meeting: 9/11/17 at 4:30pm