



***Alice M. Ward Memorial Library Board of Trustees  
Minutes  
August 9, 2021***

**I. Open Meeting:**

The 08/09/2021 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 5:35 pm by Nancy Petro

**II. Attendees:**

Nancy Petro, Sharon Belleville, Gana Carr, Shellie Bresnahan, Sharon White  
Ron King, Suzanne Phinney

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

A motion was made by Shellie and seconded by Gana to approve the 07/07/2021 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:**

A discussion was held regarding the condition of the driveway. A motion was made by Nancy and seconded by Sharon B. to contract for repair and gravel/ledge pack- approved for cost up to \$3500. Vote was passed unanimously.

A discussion was held regarding the sign in the front of the library. Previous discussions have been held with CNC who had approved to assist with up to half of the cost of a new sign. The sign contains a bulletin board for public postings- regularly used by the town to post warnings and public information. A request will be made to the town for appropriation of funds from the ARPA money received by the town to offset the cost not covered by CNC. Sharon E. will obtain current pricing for the sign style chosen prior to making a request.

Parking- frequently cars are parked near the handicapped ramp preventing use of the spot by patrons who need the ramp and close parking for library access. A handicapped sign was discussed. Looking into the

possibility of having a portable sign (that can be easily moved as needed, such as for snow removal) donated. Reviewing cost of a new sign as well.

**VII. Budget Review:**

Budget was reviewed and is within expected parameters. Some costs associated with the installation of the new Wi-Fi system will be reallocated to the VCF Internet Fund. A motion was made by Shellie and seconded by Gana to approve the budget with the stated change. Approved by unanimous vote.

**VIII. Policy/Bylaw Review:**

Sharon E. is reviewing the mask policy and monitoring state reports- assuring the library is prepared for to put any necessary changes in place should any state mandates arise in response to changes in Covid-19 numbers. Also staying abreast of the VT Department of Libraries recommendations.

**IX. Library Activity:**

Library has been very busy with summer programs and activities.  
See Librarian's report for information.

**X. Ongoing/Future Goals:**

Sharon E. is working on a grant for the purpose of upgrading the computers used by staff for library operations.

**XI. Other Business:**

A trustee resignation was received effective 08/08/2021. A motion was made by Nancy to accept the resignation of Kate Larose. Seconded by Shellie. Approved by unanimous vote. Sharon E. will notify the Dept. of Libraries to update records/trustee rosters.

Suzanne Phinney, previously a library trustee, attended the meeting as a guest. With her consent Sharon B. made a motion to appoint Suzanne as an interim trustee to complete the term left vacant by the resignation of a trustee. The motion was seconded by Nancy. Approved by unanimous vote. Sharon B. will send a letter to the town office to be presented at the next Selectboard meeting for approval of her appointment.

**XII. Adjournment:**

A motion was made by Shellie to adjourn the 08/09/2021 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 September 1, 2021 .