



Alice M. Ward Memorial Library Board of Trustees Minutes

February 18, 2025

(Note: The 2/5/25 meeting was postponed due to illnesses)

I. Open Meeting:

The 2/18/2025 Alice M. Ward Memorial Library (AWML) Trustees meeting was opened at 4:15 pm by Nancy Petro.

II. Attendees:

Nancy Petro, Sharon Belleville, Gana Carr, Shellie Bresnahan, Cindy Smythe, Ron King. (absent: K.Smith)

III. Approval of Minutes from Previous Meeting:

A motion was made by Shellie and seconded by Gana to approve 01/08/2025 AWML Trustee meeting minutes. Minutes were approved by a unanimous vote.

IV. Additions/Deletions to Agenda:

None

V. General Public Comments:

Noted that Playgroup has not been consistent since NEKCA has been running it.

VI. Building Maintenance/Concerns:

More salt has been purchased. Using sparingly as it is taking a toll on the carpets. Fortunately, with the temperatures remaining very cold, the snow has not been melting and freezing creating an ice problem.

The new Verizon wireless phone system is working well.

The sustained cold temperatures have led to much more heating oil consumption in the last couple of months.

VII. Budget Review:

The 2025 proposed budget has been finalized and was submitted to the town clerk for inclusion in the annual town report along with the library's annual report.

Heating oil cost and usage are both up this winter.

The January 2025 financial report was reviewed. Sharon made a motion to approve the report as presented. Seconded by Nancy. Approved unanimously.

VIII. Policy/Bylaw Review:

Cindy is finishing up 3 policies: Management, Financial Management, and Cost Principles. They will be emailed to the trustees for review. Trustees will be prepared to discuss them at the next meeting.

IX. Library Activity:

Library patronage has been down the past month. We believe it is attributable to the weather.

The Go Ask Alice Book Club enjoyed a potluck meeting in January. The food and beverage were enjoyed by all. The book, "Husbands", received tepid reviews. The February book is Northwoods by Daniel Mason. The group will meet on February 27th at 4:30 pm to discuss the book and choose the next read.

Many tiny art kits were picked up. We look forward to the submissions for the Tiny Art Show that will be on display in March at the library.

Cindy has been working on scheduling future programs including A fashion history presentation that will be held in April at the American Legion. CNC will be offering lunch along with the program. VINS will be back in July and will be presenting, hopefully, at the school gymnasium so that kids attending the summer program can participate.

January ended with a meeting with the architect, finance consultants, librarian and trustees to discuss the next steps (design development) in the Carriage House project.

Cindy has been busy with planning future book orders and attending meetings/webinars via Zoom to stay up to date on what is happening in other libraries.

Final plans were made for the Mocktail Party being held tomorrow evening to showcase the plans for the Carriage House.

X. Ongoing/Future Goals:

Ongoing efforts to provide meaningful and relevant collections and programming.
Continued progress on the Carriage House project.

XI. Other Business:

Reach out to NEKCA regarding how we can assure more reliability in the playgroup, as it has been a popular program that the library for many years. We believe it to be an important part of our community as it provides a weekly opportunity to families with young children to meet and network.

XII. Adjournment:

AWML Trustees meeting. Meeting adjourned at 5:17 pm.

Next Meeting: The next regular meeting of the Alice M. Ward Memorial Library Trustees will occur at 4:00 pm on 04/02/2025. There is no March meeting as the Town Meeting occurs on 03/03/2025 which will be attended by the trustees and librarian.