

**Wardsboro Public Library
Trustee Meeting Minutes
September 25, 2025**

Meeting called to order: 7:07

Trustees Present: Donna Fernandes, Steve Herd, Lizzie Ingraham, Sheri Lewis, Marty Loftus, Karina Martin, Patty Rappozzo

No community members

Changes or additions to the agenda: Emergency Planning, ADA assessment of the library, MERP grant update, Pay Pal/ Square

Motion to accept meeting minutes: A motion to accept the August 28, 2025 meeting minutes as written was made by Karina M. with a second by Patty R. Minutes accepted unanimously.

Treasurer's Report: Oil and propane has been prepaid. The library credit card has finally been put on auto-pay. Marty L. gave a review of the finances and budget for the month.

Motion to accept the Treasurer's report: A motion was made by Patty R to accept the treasurer's report with a second from Sheri L. Report approved unanimously.

Library Director's Report: The after school program will run through December 18. There will be no program on October 30, 2025. Vermont Arts Grant programs were so successful that it was decided to continue the program. \$1400.00 was therefore spent on adult programs.

Old Business: Annual Appeal: Patty R and Marty L will work on putting annual appeal information onto a spreadsheet. A spreadsheet is needed to create address labels. Patty has been updating the master list.

MERP: A person from the ADA is coming to the library Monday 9/29/25 to do an assessment. Karina M. will follow up with Anand Fedele at the Windham Regional Commission.

Raffle 2025: Posters were distributed amongst trustees with designated towns and places for them to be displayed.

New Business: Emergency planning: A smoke detector/ fire alarm system upgrade is in the works with Southworth Electric. Marty L will talk to Southworth about a backup battery for power outages and the need for an expansion tank for the toilet so it can be used during outages. The thermostat in the children's room needs to be replaced. Marty will also speak to Southworth about obtaining a 7 day programmable thermostat.

Upcoming events Trustee/ Friends responsibilities: Sheri L, Donna F and Patty R will meet next week to discuss the next steps in the formation of a friends group.

Pay Pal/ Square: Marty L is in the process of investigating various systems of payment for the Gilfeather festival.

Turnip Festival update: Steve H gave an update. Things are happening on schedule. Town Hall has been reserved. Soup is being made October 23, 2025. Turnips have been ordered.

Volunteer appreciation: Sunday September 28, 2025 at 4:00. Food has been ordered. Trustees will meet on Sunday to set up.

Motion to adjourn: Donna F made a motion to adjourn with a second from Marty L. Meeting adjourned at 9:05

Submitted September 26, 2025 Donna Fernandes