

**Draft: Monthly Meeting of the Wardsboro Public Library Trustees
Tuesday, October 10, 2023 5:30 P.M.**

Call to Order: 5:32 P.M.

Attendees: Library Director Lizzie Ingraham, Trustees Steve Agin, Carol Backus, Steve Herd, Sheri Lewis, Karina Martin. No members of the public.

Changes to the Agenda: November and December Meeting dates; Santa Event.

Approval of Previous Minutes: Unavailable at this time.

Treasurer's Report, B. Stupp: Motion to receive report by C. Backus, seconded by S. Agin. Report unanimously approved with no changes.

Library Director's Report, L. Ingraham: Discussion of successful start to After School program and continued patron interest in use of upstairs space. Lizzie requests installation of winter decorative lights on outside of building; subcommittee of S. Agin, S. Herd, and B. Stupp formed to explore options.

Friends' Liaison Report: Discussed below.

Old Business: Fall Volunteer Appreciation/Open House was very well-received and trustees would like to make it an annual community event; Annual appeal letter in process, will discuss with B. Stupp; Estimate from All American Plumbing received for replacing oil burner/boiler, waiting on estimate from Nido, S. Herd to follow up.

New Business: Use of Upstairs Space- is compliant with zoning rules regarding egress per S. Agin, discussion of rental fee to cover increased cleaning cost and insurance; Addition of Steps to Backyard-Board in support of stairs from porch rather than deck and authorized S. Herd and S. Agin to install; Plan for Substitutes-Lizzie reported she is training one candidate to cover the library in her absence and will have two options; Winter Clearance & Maintenance of Walkway-Board would like to inquire re cost to add to contact with Austin Meeks; Gilfeather Turnip Festival Planning-discussed and additional jobs assigned; Santa Event-Lizzie will confirm date of Boy Scout Holiday Bazaar and inform S. Lewis so Santa can be secured for the same day, likely December 2; November & December Meeting Dates-November 16, 2023 and December 14, 2023.

Adjourned at 7:34 on motion by S. Agin.

Next meeting will be held October 26, 2023.