

**Wardsboro Public Library
Trustee Meeting Minutes
November 16, 2023**

Meeting called to order: 7:19 pm

Members present: Steve Herd, Donna Fernandes, Karina Martin, Bob Stupp, Via Zoom: Sheri Lewis, Lizzy Ingraham
No members of the public

Changes, additions to the agenda: New Business- outside lighting

Motion to receive minutes of October 26, 2023:

- Steve H made a motion to receive minutes with a second from Donna F. All in favor of accepting minutes as written.

Treasurer's Report:

- Donna F made a motion to receive the treasurer's report with a second from Steve H.
- The Stratton appropriation letter is complete and will be sent in shortly.

Librarian's Report:

- Lizzy attended an information session to learn that there is a grant to pay for internet service and to replace equipment. We will no longer be using Fiber Connect after June 30, 2024. We need to find out who will provide service to us and the cost. Bob S. will work with Lizzy on choosing a provider.
- After school program: There will be no after school program on February 15, 2024.

Friend's Liaison Report:

- Need to talk about fundraisers and find out how much the Friends Group is willing to take on. Steve H will find out if they are willing to head up the plant sale.

- A table will be available to sell Guifeather merchandise at the Christmas Bazaar on 12/2. Karina is willing to man the table.
- We need to start thinking about a raffle prize for the next raffle.
- Santa: Everyone is available to help out on 12/2/23

Old Business:

- Monday 11/20/23 at 8:00 the new furnace will be installed. Steve H will be there to meet them.
- Walkway maintenance: Austin Meeks is willing to maintain the walkway. Bob S will check with him to make sure he has insurance. Karina will follow up with Carol to see what kind of arrangements were made with Austin.
- Paypal: There are 2 concerns using PayPal. 1. People's comfort using the technology, 2. Reliable wifi signal outside of the building
- QR code can be used mainly for the appeal letter and other donations. Bob S will investigate using a QR code.
- Outside lighting: We need to get an electrician to determine what needs to be done to fix current lighting. We need to get recommendations before Dec 7 as it is very dark during the after school program. Bob S will call an electrician. Karina will contact the town office regarding adding a street light to the parking lot.
- Annual Appeal: Bob S. sent everything to C & S, who is in the process of putting the annual appeal letter together. We will stuff and stamp them.

New Business:

- Rental of upstairs space- no update at this time.
- Library holiday schedule: The library will be closed Saturday 12/23/23 and Tuesday 12/26/23
- Next Trustee meeting: December 14, 2023

Motion to adjourn: Karina made a motion to adjourn. Meeting adjourned at 8:32

Submitted 11/18/23 (pending) Donna Fernandes

