**Draft: Monthly Meeting of the Wardsboro Public Library Trustees**

**Thursday, January 26, 2023 7:00 P.M.**

**Call to Order: 7:04 P.M.**

**Attendees:** Library Director Lizzie Ingraham, Trustees Steve Agin, Carol Backus, Steve Herd, Bob Stupp, Sheri Lewis, Karina Martin

**Changes to the Agenda**: None

**Approval of Previous Minutes:** Motion to receive draft minutes by C. Backus, seconded by S. Lewis. Unanimous approval with no changes.

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

**Library Director’s Report, L. Ingraham:** discussion of the After School Program which will begin again in March; discussion of Comcast sponsoring an event, trustees agreed that Green Up Day would be a good fit, Director will discuss with Green Up Day event coordinator.

**Old Business:** Santa Event-excellent turnout of over 60 people, books were distributed to children, discussion of combining with Cub Scouts’ craft fair at Town Hall.Annual Appeal: has raised less money than last year so far, will likely bring in approximately $1,000 less, C&S provided a mail merge for appreciation letters.   
Window Insert Program: was a great experience and members of the Board look forward to continuing to participate to assist other organizations.

**New Business**: Pest control-improved equipment has been installed and seems to be working.   
Stratton Town Appropriation Request for FY 2023–24-Request of $6,600 ($500 more than last year) was unanimously approved.  
WPL Town Appropriation for FY 2023­–24-S. Herd moved to accept Proposed 2023-24 Budget and Appropriation Request in the amount of $59,219, S. Lewis seconded, unanimously accepted.  
Potential Job Description for Assistant/Substitute Librarian-the Board agreed to continue discussion and development of job description, and assess the feasibility of funding an additional position, as we have had in the past, during FY 2023-24.  
Memorial Day Events Discussion-will schedule a meeting with FOWL to discuss this event as well as future roles.  
WPL/Gilfeather Merchandise-trustees in favor of continuing merchandise sales, will discuss with FOWL, S. Lewis suggests sourcing Gilfeather turnip mugs as have been offered in the past.  
Gilfeather Turnip Day-S. Herd taking on organizing role, library will participate in some fundraising activities as well as offer free community activities for children and adults.

**Executive Session**: C. Backus moved to go into Executive Session, S. Herd seconded and upon unanimous consent, at 8:37 the Board entered Executive Session. No action was taken.

**Adjourned** at 8:42 on motion by S. Lewis.

Next meeting will be held February 23, 2023.