

Bancroft Public Library
Board of Trustees - Minutes of April 12, 2022 Meeting

Present were: Ed Donoghue, Kim Erbe, Alesa Wilson, Rachael Armstrong, and Director Lori Stokem. Also present were Town Council Liaison Evera Sue Clary and Friends of Bancroft Library Treasurer Wendy Hunter.

Minutes: Rachael Armstrong made the motion, Alesa Wilson seconded to approve the March 8, 2022 meeting minutes. All were in favor and the motion was carried. Rachael Armstrong made the motion, Alesa Wilson seconded to approve the March 21, 2022 meeting minutes with the following correction in the last sentence of the next to last paragraph; "The new Policy and Agreement after approval by the Bancroft Trust will be posted on the Bancroft Library website."

Public comments: Wendy Hunter announced that there will be a Friend of the Bancroft Library meeting on Thursday, April 14, 2022 at 6:30 in Proudfit Hall.

Correspondence: NONE

Finance Officer's Report: Voucher Funds Nos. 24 through 33 and totaling \$17,948.89 were audited and ordered paid. Rachael Armstrong made a motion, Kim Erbe seconded to accept the Financial Statements as presented. All were in favor and the motion was carried.

Library Director's Report: See attached.

Committee Reports:

- Library Courtyard: Kim Erbe has checked with the Historical Preservation Committee for approval. Kim Erbe and Wendy Hunter reported that Cambridge Concrete has agreed to complete the construction of the pad and sidewalk by 5/1/22. Kim shared drawings/designs for the proposed courtyard. Alesa Wilson made a motion and Rachael Armstrong seconded to approve the contract with Cambridge Concrete LLC. All were in favor and the motion was carried.
- Proudfit Hall Decorating: The Library Board and volunteers completed the work.
- Proudfit Hall Dedication: This will be discussed at a future meeting.

Old Business: Regarding the 2019/2020 State aid for library construction grant, the floor has not been fixed along with some additional minor issues. Ed Donoghue will speak with and Matt Scheidt from Waite Associates to follow up with the contractors.

Regarding the 2020/2021 state aid for library construction grant there will be no activity for at least 20 weeks as the windows have been ordered.

Regarding the 2021/2022 Challenge Grant, Rebecca is waiting on the canceled check to submit a final report and this will be removed from future agendas.

Regarding the COVID -19 Temporary Operation Policy is hereby amended to allow for children's toys and non-circulating items to be available for patron use. Kim Erbe made a motion and Rachael Armstrong seconded. All were in favor and the motion was carried.

Regarding the Proudfit Hall Rental Usage Police and Usage Agreement - Evera Sue Clary sent it out to the Town Board members and they disagreed with the \$40.00 rental fee. She also stated that the town requires an event policy for alcohol usage. Kim Erbe made the motion that alcohol would not be allowed in Proudfit Hall and Rachael Armstrong seconded. All were in favor and the motion was carried.

Regarding the floor covering in Proudfit Hall - Evera Sue Clary is getting a quote for vinyl plank flooring.

New Business: The court phone/fax lines are dead and the copper lines need to be removed. Evera Sue Clary advised that the phones will be switched for Verizon to Spectrum.

Ed Donoghue wished to donate a projector screen for the renovated Proudfit Hall in memory of Janet Donoghue.

Public Comments: Evera Sue Clary announced that the annual Sexual Harassment Training will be at the Salem Firehouse on April 20 from 5: 00 - 6:30.

Lori Stokem announced that the Farm -2 -Library Program will no longer be delivering food.

The next regular meeting was set for May 10, 2022, and the meeting was adjourned.