

**Bancroft Public Library**  
**Board of Trustees – Minutes of the May 10, 2022 Regular Meeting**

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

**Minutes:** Kim Erbe made a motion, Rachael Armstrong seconded, to approve the April 12, 2022 minutes. All were in favor and the motion was carried.

**Public Comment:** None

**Correspondence:** None.

**Finance Officer's Report:** Vouchers from the Library Fund Nos. 34 through 39 and totaling \$6545.59 were audited and ordered paid. Rachael Armstrong made a motion, Alesa Wilson seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

**Library Director's Report:** See attached. Regarding Lori Stokem's request to hire Gayle Shaw to replace Marcy Armstrong, Kim Erbe made a motion, Alesa Wilson seconded, to approve this hire at the rate of \$13.20 per hour until the next budget cycle. All were in favor and the motion was carried. Regarding hiring Susan Getty to institute a Senior Program for two (2) hours per week from now until November, Kim Erbe made a motion to approve this hire at the rate of \$13.20/hour, Rachael Armstrong seconded, all were in favor, and the motion was carried.

**Committee Reports:** Regarding the Library Courtyard, discussion was had concerning the purchase of two (2) tables, one 3-seat with 4<sup>th</sup> space handicap accessible, to be installed on the cement pad at the end of the new sidewalk, and one 4-seat. After discussion, Kim Erbe made a motion, Alesa Wilson seconded, to approve this purchase at a cost of approximately \$2800 and \$200 shipping. All were in favor and the motion was carried.

**Old Business:** Regarding the 2019/2020 State Aid for Library Construction Grant (ADA Compliance), the only remaining items are replacement weatherstripping on the exterior of the Proudfit Hall doors, and the floor tile issue. Ed Donoghue will notify the contractor and Matt Scheidt of the issue and work toward a resolution.

Regarding the Temporary Safety Practices Policy in Response to COVID-19 level of operation, Rebecca Brown made a motion, Alesa Wilson seconded, to move to Level 6: back to normal operations. All were in favor and the motion was carried.

Regarding the Proudfit Hall Rental Policy and Usage Agreement, after discussion Rachael Armstrong made a motion, Alesa Wilson seconded, to approve the additions presented and send them to the Bancroft Trust for approval at its meeting on May 11. All were in favor and the motion was carried.

**New Business:** Regarding a review of the Library's By-Laws and Policies, Kim Erbe made a motion, Alesa Wilson seconded, to reaffirm all policies and approve the revisions as presented. All were in favor and the motion was carried.

The next regular meeting was set for Tuesday, June 14, 2022 at 6:30 PM.