

## **West Hartford Library**

### **Meeting Minutes 5/18/2022 7:00 PM**

Present: Laura Brooks, Doug Eisler, Veronica Golden, Sadie Woods, Sandie Cary

Absent: Emily Clough

Guests: Patty Gray, Sally Mansur

The meeting was called to order at 6:59 PM.

### **Pledge of Allegiance**

### **Public Questions or Comments**

### **Secretary's Report**

Upon motion duly made, the minutes of the April 2022 meeting were approved.

### **Treasurer's Report**

The Town Budget Report reflects YTD expenditures of 79 % of total budget with 21% remaining. Library accounting is in agreement and spending, on schedule.

### **Director's Report**

Masks continue to be required based on current Covid case counts. Book Club and Craft Time continue to be well-attended. Interlibrary loans for April were 99 and circulation, 555. John Newton has submitted a quote for new shelving, approved for purchase by the board at last month's meeting. The Friends of the West Hartford Library have agreed to support this expenditure.

A summer reading program grant of \$300 has been received. Sandie is continuing to plan activities and ready materials, including a scavenger hunt kit and a booth at the Farmer's Market. The ARPA grant application has been submitted; notice of approval is pending. The Community Room was used in April for a wedding shower, lunch group, zoom medical calls, quilting group and a community chat hosted by HCC. The community gardens are being prepared for planting. HCCVT will host a free lunch program over the summer, with distribution of food for a week on Tuesdays to children, who must be signed up to be eligible.

### **Old Business**

Laura met with Tracy Yarlott-Davis, Hartford Town Manager regarding grant applications. The town has recommended that the board create a "large paper trail," so that the town can be assured that finances are "under control." The board must also approve ARPA money expenditures, as detailed by Sandie, prior to purchase.

Laura has provided a Sign Up Genius for Farmers Market vendors, which number eight (8) thus far for opening on 6/14. Laura had signs made advertising the market, which were provided to board members for distribution. Ryan Brooks has purchased a PA system which is available for use at the [Make Music Vermont event on June 21](#). The air sensor set-up is pending.

### **New Business**

At the Community Chat sponsored by HCC, Laura made mention of the library being the only public building in the village and thus, worthy of consideration as a temporary shelter for a limited number of people. Veronica clarified a Board of Trustees obligation to regularly and systematically review current policies and by-laws governing the library. Further discussion and planning tabled for the next meeting. Veronica has submitted a written resignation to the town effective 6/30/2022. Patty Newton has expressed a strong interest in being a member of the board and has completed the initial application.

The meeting was adjourned at 8:15 PM. The next meeting will be on 6/15/2022 at 7:00 PM.

Respectfully submitted,

Sadie Woods  
Board Secretary