

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

Board of Trustees

Bridget Asay, President; Judy Walke, Vice President;
Dan Groberg, Vice-President; Tim Donovan, Treasurer; Sarah Seidman, Secretary;
Sarah Davis; Jeff Dean; Craig Durham; Ed Fox; Dan Greene;
Edisa Gonzalez Revilla Muller; Tai Nixa Peterson; Sarah Swift; Sue Zeller

KELLOGG-HUBBARD BOARD OF TRUSTEES MINUTES

Wednesday, January 18, 2023 Hayes Room, Kellogg Hubbard Library

1. Called to order at 5:01 p.m. by Bridget Asay (President). Present: Judy Walke (VP), Sue Zeller (2nd VP), Sarah Seidman (Sec.), Tim Donovan (Treas.), Craig Durham, Dan Groberg, Ed Fox, Sarah Swift, Jeff Dean, Tai Nixa Peterson. co-director Carolyn Brennan, staff member Kat Janiga. Edisa Revilla Muller and Dan Greene attended via Zoom. Absent: Sarah Davis and Jessie Lynn.

2. Zeller moved and Donovan seconded approval of the minutes of the 11-16-22 Board meeting. Groberg abstained. Motion carried.

3. The nominating committee proposed the re-election of the following trustees to three-year terms. Dan Groberg-Montpelier, Judy Walke—Montpelier, Dan Greene—Berlin. Donovan moved and Durham seconded. Motion carried.

4. The nominating committee proposed the following new Board members for three-year terms. Swift will fill an existing vacancy and her term will end 2025. Ed Fox—Montpelier, Sarah Swift—E. Montpelier, Jeff Dean—Calais Zeller moved and Donovan seconded. Motion carried.

5. The nominating committee proposed the election of new Board officers. Bridget Asay—President. Durham moved and Zeller seconded, motion carried. Judy Walke--First VP. Durham moved and Seidman seconded, motion carried. Dan Groberg--Second VP. Durham moved, Walke seconded, motion carried. Tim Donovan—Treasurer. Durham moved and Zeller seconded, motion carried. Sarah Seidman—Secretary. Durham moved, Walke seconded, motion carried.

6. Zeller moved and Groberg seconded a motion to to set the meeting schedule for 2023 as follows. Motion carried.

Feb. 15

March 15

April 19

May 17 (in person for May OR June)

June 21

Sept. 20 (in person)

Oct. 18

Nov. 15

7. The Board held an “icebreaker” activity with new and old Board members stationed at different physical spaces within the library to discuss how each area contributed to the library being an inclusive, resilient and innovative place.

8. Brennan reminded everyone to review library policies and to sign the annual conflict of interest statement.

9. Co-directors’ reports were made in written form. Zeller moved and Groberg seconded a motion to appoint Donovan and Durham as the negotiating team for the new union contract. Motion carried.

10. Each standing committee gave a report on their mission and activity in 2022.

Asay reported the **Executive Committee** consists of the co-directors and Board officers. The group meets monthly before the full Board meeting to set the agenda, it also evaluates the co-directors, and sets Board trainings. In 2022 they were chiefly engaged in helping produce and begin to implement the strategic plan. In 2023 they will continue this work.

Walke reported that the **Board Development Committee** seeks out and interviews new trustees to join the Board. 2022 was a busy year with many candidates and four new members selected. They plan to focus on DEI in 2023.

Donovan reported that the **Finance Committee** monitors the library’s financial health, keeps the Board informed of decisions with budgetary impacts, and tracks the library’s investments. They offer expertise to Co-director Lynn who is an active member of the committee.

Greene reported that, with Co-Director Brennan’s help, the **Policy Committee** reviews, updates and introduces new policies as needed. Their goal for 2023 is to revise policies in accord with the new strategic plan.

Peterson reported that the **Fund Development Committee** supports Co-Director Lynn and Development Director Colleen Beamish in development and fund-raising efforts. They help with events, the booksale, and thanking our many donors. Their 2023 goal includes a focus on planned giving and aligning their work with the strategic plan.

Most of the work of the trustees occurs in committee, and new Board members were invited to join a committee of their choice.

11. The meeting adjourned at 6:20 p.m.

Respectfully, Sarah Seidman, Secretary