

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

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Bridget Asay, President; Judy Walke, Vice President; Jeff Dean, Vice President;
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John Nelson; Heidi Parker; Tai Nixa Peterson; Sarah Swift

KELLOGG-HUBBARD BOARD OF TRUSTEES MEETING

Wednesday, Feb. 21, 2024, Hayes Room

1. Called to order at 5:00 p.m. by Bridget Asay (President). Present in person: Tim Donovan, Donna Lasick (Treas.), Judy Walke (1st VP), Sarah Seidman (Sec.), Sarah Swift, Heidi Parker, John Nelson, Executive Director Dan Groberg, guests Sarah Townsend (Head Adult Librarian), Steve Kredell (Architect, gbA Architecture and Planning). Absent: Dan Greene, Tai Nixa Peterson, Edisa Revilla Muller, Sarah Davis, Craig Durham, Jeff Dean.
2. The agenda was approved by consent. Donovan moved and Walke seconded approval of the minutes of the 1-17-24 meeting. Motion carried.
3. The ED report was presented in written form. Donovan commended the phenomenal fundraising effort by Groberg and Development Director Colleen Beamish. Walke noted the March 8, 7:30 pm donor appreciation evening and the need to scout for new potential trustees.
4. Asay said the executive committee has begun the annual evaluation process for the executive director position.

Seidman moved and Swift seconded a motion to authorize the ED to apply for the Dept. of Libraries Capitol Projects Grant (federal ARPA funding). The grant would be able to help cover the costs of the A/C project, roof repairs and small meeting rooms. Motion carried.

Donovan moved and Swift seconded a motion to approve the letter of support for the Dept. of Libraries grant. Motion carried.

5. Committee reports were provided in written form. Walke moved and Swift seconded a motion to approve the Form 990s that had been reviewed and approved in committee under new Treasurer Lasick. Motion carried.
6. The group reviewed the proposed construction floor plans for the library restoration and improvements with architect Kredell and Groberg. The request for proposals (RFP) has gone out to bid with responses due by mid-March. A Board member will be present to review the bids and help recommend a contractor to the full Board at the March 20 meeting.
The trustees then took a walking tour of the basement and the entrance to the children's library where the greatest visual changes to the building will be evident. Groberg noted that the contract with Alpha Elevator has been signed with work to begin in April.

7. The next full Board meeting will be in person, March 20, 5 p.m. at the library.

The meeting adjourned at 6:25 p.m.

Respectfully, Sarah Seidman, Secretary