

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

Board of Trustees

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Emergency Executive Committee Meeting

Friday, July 14, 2023

The meeting was called to order at 2:06 p.m. via Zoom by VP Judy Walke in the absence of Bridget Asay (Board President). Present: Tim Donovan (Treasurer), Sarah Seidman (Secretary), Sue Zeller, (VP), Carolyn Picazio (Library Director), Dan Groberg (Executive Director).

The group received an extensive update from Groberg and Picazio on the catastrophic flooding in Montpelier and at the library. The library today received a green light to allow access by staff. Volunteers are being organized to help remove everything from the basement down to the walls beginning tomorrow. Staff will document numbers of volunteers, arrival and departure times, and other documentation we may need for the recovery process.

Picazio outlined plans to quickly pivot to offering curbside services as we did during the pandemic. Donovan moved and Zeller seconded a motion to authorize the library director and ED to move to curbside and remote services on a schedule to be determined but as close to regular hours as feasible. Motion carried.

The EC agreed that sole source contracting is permissible in this emergency and Groberg said HP Cummings may be available to serve as general contractor. They also authorized Groberg to exceed the original number of hours envisioned for former co-director Jessie Lynn to help with financial tasks during this extraordinary disaster.

After discussion, Donovan moved and Zeller seconded a motion as follows:

The EC recommends that the full Board authorize expenditures of up to \$500,000 for contracting and associated consulting services related to flood damage and recovery work, in the expectation that flood insurance will cover \$400,000 of that total.

To vote via email, each Board member must individually agree to allow such a vote. They can then vote Aye or Nay on the motion itself.

Because President Asay is unavoidably absent due to work commitments, First VP Walke will write an email to the Board to update them and set out the motion for a vote.

The meeting adjourned at 3:02 p.m.

Respectfully submitted, Sarah Seidman, Secretary