

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; Jeff Dean, Vice President;
Donna Lasick, Treasurer; Sarah Seidman, Secretary; Sarah Davis;
Tim Donovan; Craig Durham; Dan Greene; Edisa Gonzalez Revilla Muller;
John Nelson; Heidi Parker; Tai Nixa Peterson; Sarah Swift

Executive Committee Meeting Tuesday, April 9, 2024

The meeting was called to order at 12:06 p.m. via Zoom by Bridget Asay (Board President). Present: Judy Walke (1st VP), Jeff Dean (2nd VP), Donna Lasick (Treasurer), Sarah Seidman (Secretary), Dan Groberg (Executive Director).

The agenda was approved with the addition of a brief executive session. Walke moved and Lasick seconded approval of the minutes of the 3-12-24 meeting, Motion carried.

ED Report: Groberg reported on a successful Legislative Day at the Statehouse, as well as a huge turnout at the library for the eclipse (bathroom lines all day!). He will meet with the manager assigned by HP Cummings as point person overseeing the restoration project. Poem City is going well so far. Adult Programs & Outreach Coordinator Michelle Singer is leaving at the end of June after a long term of excellent service.

Committee Reports: Finance Chair Lasick noted no major concerns with a surplus expected at fiscal year end. The committee reviewed the endowment portfolio asset allocation with the investment advisor. The strong stock market has allowed the library to spend \$2.5 million for operations over the past ten years while still keeping the endowment intact.

Board Development: Walke reported two homework sheets will be included in the April Board packet to help members prepare for the 30-minute Board training. Tim Donovan's Montpelier seat will need to be filled by January, 2025, and another 1-2 open seats are possible.

Fundraising Committee: Seidman and Groberg said they felt the Board training on ambassadorship was successful, and reminded the EC that the group will push the mid-year appeal until after the start of the new fiscal year.

Asay asked for an EC member to spearhead the bylaws revision project, part of the strategic plan. Dean volunteered and will reach out to Board member John Nelson who

also expressed interest in this project. Asay and Groberg will meet with them to provide background and discuss the effort.

The group reviewed and approved the agenda for the April 17 full Board meeting (zoom). The May 15 meeting will be in person.

Seidman moved and Lasick seconded a motion to go into executive session to discuss the evaluation of a library official. Motion carried. The Board went into executive session at 12:36 pm and came back into public session at 12:57 p.m.

The meeting adjourned at 12:58 p.m.

Respectfully submitted, Sarah Seidman, Secretary