

## KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 [www.kellogghubbard.org](http://www.kellogghubbard.org)

### Board of Trustees

Bridget Asay, President; Judy Walke, Vice President; Jeff Dean, Vice President;  
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### Executive Committee Meeting

Tuesday, May 7, 2024

The meeting was called to order at 12:04 p.m. via Zoom by Jeff Dean (2<sup>nd</sup> VP) in the absence of President Bridget Asay. Present: Judy Walke (1<sup>st</sup> VP), Donna Lasick (Treasurer), Sarah Seidman (Secretary), Dan Groberg (Executive Director).

The agenda was approved by consent. Walke moved and Lasick seconded approval of the minutes of the 4-29-24 meeting, Motion carried.

ED Report: Groberg said the building permit for the elevator room has been received and the library now awaits parts. By the end of this week, 95% of the construction drawings will be in hand; they will be reviewed and finalized then sent to subcontractors. At the June Board meeting, the Board will be able to review the budget impacts of several projects like the air conditioning. The library is anticipating two additional FEMA checks in the coming weeks, for approximately \$112,000 and approximately \$20,000. Additional payments will be obligated after the final costs are determined.

Groberg noted that the new website will launch next week. Hiring for the adult program outreach director has begun with a new hire expected to start July 1. He said Sarah Rogers was welcomed back this week from maternity leave.

Committee Reports: Walke said the Board Development committee is bringing snacks to the in-person Board meeting May 15. Lasick said the Finance Committee agreed to add earthquake coverage to the KH insurance policy and has recommended passage of the FY25 budget. Seidman reported that the Fundraising Committee is gearing up for a successful strawberry social event June 15. Groberg said fundraising has now topped \$800,000 for the year and noted the first book sale donation day will be held Monday June 10 from 3-6 p.m.

The group reviewed and approved the agenda for the May 15 full Board meeting, which will be in person at the library at 5 p.m. After review of the FY25 budget, Seidman moved and Dean seconded a motion to send the budget to the full Board, as follows: "The EC endorses and recommends passage of the FY25 budget by the full Board."

The meeting adjourned at 12:45 p.m.

Respectfully submitted, Sarah Seidman, Secretary