

## 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;  
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, June 4, 2024**

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

The agenda was approved by consent. Lasick moved and Walke seconded approval of the minutes of the 5-7-24 meeting, Motion carried.

ED Report: Groberg said news of the Dept. of Libraries grant award will not be received until early July. This means the full Board will not be able to review the possible budget impacts of several add-on projects like the air conditioning, the full roof replacement, the skylight improvements, and the basement staff bathroom and zoom cubicles before voting on flood reconstruction contract. Facilities Coordinator Jason Kass indicated that the month-long delay shouldn't pose a problem for the overall recovery project.

Groberg noted that the new website has been launched and that 350 people attended the library's Escape Room event over two days.

Finance Committee Chair Lasick said whether or not Groberg is able to get firmer numbers from the contractor on any potential cost increase due to delaying the add-ons vote until July, the committee recommends the full Board approve the cost of all required recovery items with the understanding of a 90% reimbursement from FEMA. The EC agreed to meet at 4:30 on June 12, ahead of the regular Board meeting, to get the latest information on this issue.

Committee Reports: Walke said the Board Development will lead a half-hour session at the June meeting to review progress on the strategic plan 18 months after adoption. An annotated copy of the plan along with open-ended questions will be sent to all members to review before the meeting. Seidman reported that the Fundraising Committee remains focused on preparations for a successful strawberry social event June 15 and the first book sale donation day to be held Monday June 10 from 3-6 p.m.

Groberg said that the Dept. of Libraries has recommended that all municipal libraries begin recording all public meetings. The EC heard his report on this issue and did not adopt any policy at this time. The group reviewed and approved the agenda for the June 12 full Board meeting, which will be via zoom at 5 p.m.

Lasick moved and Walke seconded a motion to go into executive session for the purpose of evaluating library employees. Motion carried. The group, including Groberg, went into executive session at 12:46 p.m. Groberg left the session at 12:50 and the EC came out of executive session at 1:09 p.m.

The meeting adjourned at 1:10 p.m.  
Respectfully submitted, Sarah Seidman, Secretary