

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

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John Nelson; Heidi Parker; Tai Nixa Peterson; Sarah Swift

KELLOGG-HUBBARD BOARD OF TRUSTEES MEETING

Wednesday, June 12, 2024, via Zoom

1. Called to order at 5:02 p.m. by Bridget Asay (President). Present in person: Judy Walke (1st VP), Jeff Dean (2nd VP), Donna Lasick (Treas.), Sarah Seidman (Sec.), Tim Donovan, John Nelson, Dan Greene, Craig Durham, Edisa Revilla Muller, Sarah Davis, Executive Director Dan Groberg, Director of Library Services Carolyn Picazio. Absent: Heidi Parker, Tai Nixa Peterson.

2. The agenda was amended to include an action item on the administrators' contracts, then approved by consent. Lasick moved and Durham seconded approval of the minutes of the 5-15-24 meeting. Motion carried, with Donovan abstaining due to absence.

3. The ED report was presented in written form. Groberg noted that the subcontractor bids for the flood recovery work will be submitted by July 12, and he'll meet with the HP Cummings next week to review the construction drawings. The Dept. of Libraries' grants will be announced in early July. The initial booksale donation day had to close in 45 minutes, with over 2000 book received. Groberg said he hopes to make the candidate for the Adult Program and Outreach position an offer this week.

3. Committee reports: Finance Chair Lasick said there will be "timing adjustments" to both the FY24 and FY25 budgets due to the later-than-expected dates for both construction bids and grant announcements. Asay reported that the EC's evaluation of the new ED would be discussed in executive session. Other committee reports were in written form.

4. Members of the Board Development committee led the group through an 18-month check-in on the three primary goals of the strategic plan. Picazio and Groberg highlighted successful efforts to serve a diverse population and strengthen and broaden community partnerships. Durham noted that library programs are easier to find on the new website, and others commented that having the strategic plan in place provided crucial guidelines during the flood recovery. Picazio praised Groberg for his leadership during that crisis,

and Groberg thanked Picazio, the entire library staff, and Board members for their hard work.

Walke suggested that each committee add an agenda item to their next meeting to identify how that committee can best help further the goals of the strategic plan.

5. The summer reading program and the library booksale will debut at the Strawberry Social Saturday June 15 from 10-2 p.m. Live entertainment will be at 10, 11 and 12 noon.

6. At 5:47 Walke moved and Swift seconded a motion to go into executive session for the purpose of evaluating library employees. Motion carried. The Board came out of executive session at 6:15 p.m.

7. Donovan moved and Seidman seconded a motion to authorize the Board president to sign the yearly employment contract with Head Librarian Carolyn Picazio. Motion carried. Greene moved and Donovan seconded a motion to authorize the Board president to sign the yearly employment contract with Executive Director Dan Groberg. Motion carried.

8. There are no Board meetings scheduled for July/August but Asay said that a July meeting to discuss and approve construction details may be needed.

9. The group adjourned at 6:17 p.m.

Respectfully, Sarah Seidman, Secretary