



**Executive Committee Meeting
February 11, 2025**

The meeting was called to order at 12:00 PM via Teams by President Sarah Seidman. Present: Jeff Dean, Bridget Asay, Donna Lasick, Judy Walke, Dan Groberg.

Lasick moved, and Asay seconded approval of the agenda. Motion carried. Lasick moved and Asay seconded approval of the minutes of January 14 meeting. Motion carried.

Upcoming Meetings. Given some likely absences for the March 19 and April 16 meetings, the group determined that the best option would be to conduct both meetings via Zoom and then to hold May and June meetings in person. The June meeting is proposed to be a longer session devoted to the strategic plan. Seidman will consult with the steering committee about their plans and then poll the board and key staff participants, to identify a date as soon as possible.

ED Evaluation. Seidman will consolidate input from board and staff. An executive session at the March EC meeting is scheduled to discuss the ED evaluation with an eye to completing the process in April.

ED Report. Groberg reviewed recent progress in FEMA reimbursement of remaining expenses, which will then be submitted and reimbursed monthly. He reported that he is in conversation with FEMA about the level of flood insurance that is required to be eligible for future disaster assistance. Additionally, he noted that given the size of flood recovery expenses, there will need to be a special audit, and that it might make sense to move up the planned general audit by a year, since the special audit will cover all the same areas.

Work on the basement and on the elevator has been delayed due to some subcontractor availability, with completion now looking like sometime in April. The staff is interviewing applicants for the Youth Program & Outreach Librarian position.

Groberg reported slightly fewer behavioral issues this past month. He reminded the EC that Library staff have had training in dealing with these issues, including trauma first aid and Narcan administration.

Business Sponsorships. Colleen Beamish has prepared a tiered approach to soliciting financial sponsorship and presented the brochure to the Fund Development Committee and reached out for input from program staff. The EC discussed the implementation process and Asay will ask the Strategic Plan update task force to review it as well.

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Sarah Swift
East Montpelier

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**KELLOGG-
HUBBARD
LIBRARY**

Committee Reports. Each of the three committees is working on goals for calendar 2025.

Agenda for February 19 Trustees Meeting. After some discussion, Lasick moved and Walke seconded a motion to approve the agenda as drafted. Motion carried.
The meeting adjourned at 1:00 PM.