



Board of Trustees Meeting
Wednesday, April 16, 2025

1. The meeting was called to order at 5:05 PM via Zoom by President Sarah Seidman. Present: Sarah Seidman, Donna Lasick, Judy Walke, Katharine Burgess, Sarah Davis, Sebastian Delgado, Craig Durham, Edisa Gonzalez Revilla Muller, John Nelson, Heidi Parker, Tai Nixa Peterson, Sarah Swift, and Hunter Thiers. Absent: Bridget Asay, Jeff Dean. Also present, from the staff: Dan Groberg, Carolyn Picazio, and Melissa Bunce.

2-3. The agenda was approved by consent. Lasick moved and GR Muller seconded. approval of the minutes from the meeting of March 19. Motion carried.

4. Executive Director's Report. Building on the written report, Groberg noted some recent delays on building projects but that we are on target for the re-opening events of May 2-3. In response to board questions, he outlined some areas where federal funding cuts might indirectly affect the Library's operations and income.

5. Committee Reports. For the Fund Development Committee, chair Peterson urged full board participation in the donor reception May 2 and the basement reopening on May 3, and invited volunteer help with the book donation event on April 27. For the Executive Committee Seidman mentioned items on the agenda and reminded everyone of the strategic planning retreat and general celebration for all board and staff and families at her farm on June 8. For the Finance Committee, chair Lasick reported higher revenue and lower expenses in March vs. budget, and she noted that the FY 2026 budget draft is on the committee's upcoming agenda, to be brought to the board for approval at the May 21 meeting. For the Board Development Committee, chair Walke reported that members of the committee will be contacting fellow trustees to begin identifying potential applicants for new board openings.

6. New Meeting Room Use Policy. Picazio summarized the updating of this policy to reflect Library values and provide greater administrative flexibility as more kinds of meeting spaces and options become available. Nelson moved, and Parker seconded, Board adoption of this policy. Motion carried. Groberg noted that a more detailed procedure

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John Nelson
Montpelier

Heidi Parker
Montpelier

Tai Nixa Peterson
Berlin

Sarah Swift
East Montpelier

Hunter Thiers
Montpelier



for staff implementation of the policy is nearing completion, and board members are welcome to a copy for their information

7. Strategic Planning Work Group Update. Parker reported for the work group (3 staff, 2 trustees) on information gathering under way. Completed community surveys are coming in daily. She reminded trustees to complete the board-only survey. A staff survey and work session, as well as some targeted outreach to community partners, followed by the June 8 retreat, will inform a preliminary draft, with a goal of plan adoption by the board in September.

8. Staff Report: Facilities Update. Facilities Coordinator Jason Kass reflected on the complexity and progress of the flood recovery work and additional building changes, with excellent work by the general contractor and the challenge of having 6-8 subcontractors in different parts of the building. Kass also noted the opportunity presented by the scale of the work to plan future repainting, to reconfigure storage and work spaces to better accommodate staff needs, and to finally provide heating/cooling solutions.

9. Executive Session to discuss employee compensation. On a motion by Gonzalez Revilla Muller, seconded by Delgado, the board voted to go into executive session for this purpose at 5:48 PM, and came out at 6:00 PM.

Following the session, Thiers moved, and Lasick seconded, a motion that the Board of Trustees award a \$1,000 one-time bonus to all regular library staff and administrators who are employed during the pay period ending April 27, 2025, to be pro-rated for staff working less than 35 hours/week and paid at the end of any applicable probationary period, and additionally to award a \$1,000 merit bonus for employee Jason Kass to recognize his work on the facility after the 2023 flooding. Motion carried unanimously.

7. Upcoming Meetings. The next Board meeting will be in person on May 21. The strategic planning retreat will be June 8, 9:00-noon at Pease Farm in Middlesex.

The meeting adjourned at 6:05 PM.