



**Board of Trustees Meeting  
Wednesday, October 15, 2025 via Zoom**

**1.** The meeting was called to order at 5:05 PM by President Sarah Seidman. Present: Sarah Seidman, Bridget Asay, Jeff Dean, Donna Lasick, Judy Walke, Katharine Burgess, Sarah Davis, Sebastian Delgado, Michael Dougherty, Edisa Gonzalez Revilla Muller, John Nelson, Heidi Parker, Tai Nixa Peterson, Sarah Swift, and Hunter Thiers. Also present: incoming trustee (as of January 2026) Stacy Brown, and, from the staff: Dan Groberg, Sarah Wisner, and Carrie Cleveland.

**2-3.** The agenda was approved by consent. On a motion by Gonzalez-Revilla Muller, seconded by Swift, with Parker abstaining, the minutes of the September 17 meeting were approved unanimously. President Seidman then welcomed Carrie Cleveland, the new KHL Development Director, and the board and staff introduced themselves.

**4. Executive Director's Report.** Groberg reported that the staff in-service day on October 13 had been very productive, with great input to the strategic plan draft. He also highlighted some key points from the written report, encouraging trustees to check out new equipment additions to the Children's Library made possible by the Building Bright Futures grant, and noting that we are on track with the FEMA audit, with no apparent issues.

**5. Fundraising Training.** Fund Development Committee chair Tai Nixa Peterson provided some background on the role of the committee, its current members, the role of the board as a whole, and expectations of each individual trustee with respect to fundraising. In addition to an annual gift, trustees make an important contribution as ambassadors for the Library, sharing with members of the community their enthusiasm and information about KHL and its services. In breakout sessions, pairs of trustees practiced engaging a community member in talking about the Library. Highlights of those conversations emerged in the subsequent whole-group wrap-up

**6. Staff Presentation on Library Communications.** Sarah Wisner, Operations and Communications Coordinator provided a wide-angle view of all the various ways she supports community understanding of Library programs, services, and charitable giving -- working closely with staffers and partner organizations to promote recurring and special offerings, providing distinctive graphic designs for each, using a wide range of communication methods and channels to get the word out in a cohesive and engaging way. She noted that the biweekly electronic newsletter currently has 3,800 subscribers, with a

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President, Middlesex

Bridget Asay  
Vice President, Montpelier

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City Council Nominee

Donna Lasick  
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Katharine Burgess  
Montpelier

Sarah Davis  
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Sebastian Delgado  
Montpelier

Michael Dougherty  
Montpelier

Edisa Gonzalez Revilla Muller  
Montpelier

John Nelson  
Montpelier

Heidi Parker  
Montpelier

Tai Nixa Peterson  
Berlin

Sarah Swift  
East Montpelier

Hunter Thiers  
Montpelier



much higher open rate than similar publications, and encouraged trustees to amplify the impact of Library communications through re-posts and forwarding information to their friends and neighbors. She aims through all these efforts to "invite people in" to get to know and use the Library.

**7. Committee Reports.** For the Executive Committee, President Seidman noted the committee's current focus on the progress of the union contract negotiations and the completion of the strategic plan update, together with following staff changes. For the Finance Committee, Treasurer Lasick highlighted key aspects of the balance sheet and income statement for the first quarter of FY26, essentially on track with the budget. She also noted that tax return preparation was on schedule for board approval in January.

Lasick reported that the committee was beginning to work on a policy for a level of occupancy reserve that can address likely big-ticket upgrades or upkeep to the Library's physical plant and systems over time. To get an accurate understanding of future needs, the committee intends to engage the services of a consultant to make a thorough assessment with a 20-year horizon. Lasick then moved that the board approve an expenditure of \$5,670 from the occupancy reserve to pay for a capital needs assessment, to be prepared by Criterium-Lalancette & Dudka Engineers. The motion was seconded by Delgado and passed unanimously.

**8-10.** Groberg called board members' attention to upcoming events, and Seidman reminded them that the November 19 board meeting would be in person, followed by dinner together at a local restaurant to celebrate the library service of Judy Walke, whose final term ends in December. There being no other business, the meeting was adjourned at 6:30 PM.