



**KELLOGG-HUBBARD LIBRARY**

**Finance Committee**

Tuesday, October 7, 2025

**Present:** Donna Lasick, Jeff Dean, Sarah Davis  
Dan Groberg,

**Absent:** Katharine Burgess, Sarah Seidman

Board of Trustees

Sarah Seidman  
President, Middlesex

Bridget Asay  
Vice President, Montpelier

Jeff Dean  
Vice President, Calais

Judy Walke  
Secretary, Montpelier  
City Council Nominee

Donna Lasick  
Treasurer, Montpelier

Katharine Burgess  
Montpelier

Sarah Davis  
Worcester

Sebastian Delgado  
Montpelier

Craig Durham  
Montpelier  
City Council Nominee

Edisa Gonzalez Revilla Muller  
Montpelier

John Nelson  
Montpelier

Heidi Parker  
Montpelier

Tai Nixa Peterson  
Berlin

Sarah Swift  
East Montpelier

Hunter Thiers  
Montpelier

**Call to Order 11:04 am**

**1. Review, amend as necessary, and approve agenda**

- a. Moved - Dean
- b. Seconded – Davis
- c. Voted 3-0

**2. Approve minutes of 8-26-25 Meeting Minutes**

- a. Moved - Dean
- b. Seconded = Davis
- c. Voted 3-0

**3. Executive Director’s Report**

- a. FEMA update
  - i. Close out still open, in FEMA’s court.
- b. Audit and YE close in progress,
  - i. Audit & 990’s will be done by end of Nov
    - 1. Goal is to bring before January 2026 board for approval
- c. Closed out LOC (Letter of Credit as no longer needed)

**4. Sept 2025 Financials**

- a. Financials are in line with Budget. Revenue and Expenses on track.
- b. Q1 FS will be presented at the next board meeting.

**5. Reserve Fund Policy**

- a. Need to determine capital building needs, going to use a 3<sup>rd</sup> party to complete a thorough report of estimated useful life of all building needs. Last time we had a report like this was over 12 years ago.
  - i. Request permission from the board to use occupancy reserves to pay \$5670 as this is not a budgeted item.



1. Moved - Dean
2. 2<sup>nd</sup> – Davis
3. Approved 3-0

**6. CD Maturing 11/6/25**

- a. Finance committee decided to renew CD for another 11 months at 3.6%
- b. Finance committee voted to give Dan approval to renew \$250k CD
  1. Moved - Dean
  2. 2<sup>nd</sup> – Davis
  3. Approved 3-0

**7. Other Business –**

None

**8. Adjournment at 11:46 am**