



**Board of Trustees Meeting  
Wednesday, November 19, 2025**

1. The meeting was called to order at 5:03 PM by President Sarah Seidman. Present: Sarah Seidman, Bridget Asay, Jeff Dean, Judy Walke, Sarah Davis, Sebastian Delgado, Michael Dougherty, Edisa Gonzalez Revilla Muller, Heidi Parker, Tai Nixa Peterson, and Hunter Thiers. Also present: incoming trustee (as of January 2026) Stacy Brown, and, from the staff: Dan Groberg and Carolyn Picazio. Absent: Katharine Burgess, John Nelson, Sarah Swift.

2-3. The agenda was approved by consent. On a motion by Thiers, seconded by Delgado, the minutes of the October 15 meeting were approved unanimously.

4. Executive Director's Report. Groberg reported that the staff had been reviewing the use of the online periodical options that the Library offers; there are about 1,300 users with 5,000 checkouts on Overdrive Magazines alone. He and Picazio noted that they are planning to resubscribe in print to a few popular periodicals in response to patrons' request for paper copy magazines to read at the library. Following the new format of the written report, giving information on activities and how they are supporting the goals and objectives of the strategic plan, Groberg highlighted the recent visit from the firm doing the capital needs assessment, with a report in a few weeks that will provide useful information for possible grant applications. He and Picazio noted that the roles and duties of the 65-70 active volunteers follow clear groundrules set out in the CBA, so as not to supplant the work of paid staff.

5. Committee Reports. For the Executive Committee, President Seidman noted the committee's support for a thorough understanding of the strategic plan. For the Finance Committee, Dean and Groberg highlighted that proposed updates to operating and occupancy reserves will go to the policy working group. Audit steps and monthly financial position are both on track. For the Fund Development Committee, Peterson reported on the successful signing party for appeal letters to a selected group of monthly and recent donors; the committee will meet in December to review progress and follow up with trustees about hosting friend-raiser gatherings in the upcoming months. Groberg added that there will be a \$12,000 match for all donations on Giving Tuesday, December 2.

6. Review and Ratify Strategic Plan. Groberg and Picazio reviewed the summary of changes and updates to the plan, prepared by the steering committee and reviewed by the Executive Committee. For each of the goals, they outlined changes and provided information and examples in response to trustee questions. They noted that the draft would be amended to be sure there is clear incorporation of the substantial continuous improvement work in all kinds of technological tools that enable the Library to carry out the

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Edisa Gonzalez Revilla Muller  
*Montpelier*

John Nelson  
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Heidi Parker  
*Montpelier*

Tai Nixa Peterson  
*Berlin*

Sarah Swift  
*East Montpelier*

Hunter Thiers  
*Montpelier*



objectives and action steps included in the plan. As one example, staff training in A-I will be essential in assuring effective and wise use of those tools. The administrators reminded trustees that action steps will be undertaken over a three-year period. They noted that the previous plan had guided some building upgrades that could be accomplished as a component of flood recovery work. They highlighted the addition to this plan of an objective in Goal 2 related to standards of conduct by library users as we fulfill our goal of being a welcoming place for all members of the community. In Goal 3 they highlighted efforts to document work processes to enable them to be doable by more than one staff person. Financial resilience actions will include developing new sources of revenue and assessment of ways to increase the endowment.

At the conclusion of the review of the plan elements, Asay moved and Thiers seconded, that the board adopt the strategic plan with the additional wording about technology as proposed by the administrators. The motion carried unanimously.

7. Executive Session. Davis moved, and Dougherty seconded, that the board, with the addition of the Executive Director, Director of Library Services Carolyn Picazio, incoming Trustee Brown, go into executive session for the purpose of discussing contract negotiations, where premature general public knowledge would place the Library at a significant disadvantage. The motion carried, and the session began at 6:22 PM and ended at 6:32. Groberg noted that the collective bargaining agreement will cover the three-year period beginning July 1, 2026.

8-10. Wrap-up. Groberg called board members' attention to upcoming events, and Seidman presented a certificate of appreciation to Walke for her nine years of service as a trustee. There being no other business, the meeting was adjourned at 6:35 PM.