



**Executive Committee Meeting
April 14th, 2026**

1. The meeting was called to order at 12:04 PM by President Sarah Seidman. Present from the Executive Committee: Sarah Seidman, Bridget Asay, Jeff Dean, Donna Lasick and Hunter Thiers. Present from the staff: Dan Groberg. Jeff Dean left the meeting at 12:29 PM.

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2-3. The agenda was approved by consent. On a motion by Lasick, seconded by Thiers, the March 10th, 2026 meeting minutes were approved unanimously.

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4. Executive Director's Report. The Hiring Committee met yesterday to review applications for the Library Director position and offered interviews to a handful of candidates. The new custodian started on April 13th. The new play structure will be fully funded through grants and donations without using library funds.

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5. Executive Session. On a motion by Thiers, seconded by Lasick, the committee entered executive session to discuss the administrator evaluation at 12:17 PM. Present were all members of the Executive Committee. The committee exited executive session at 12:21 PM and Groberg returned at 12:23 PM.

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6. Discuss AI Policy. The committee discussed the revised policy and agreed that there should be more coverage regarding confidentiality and liability. Groberg will revise the AI Policy and the Executive Committee will review in May.

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7. Review Draft Bylaws Updates. The Executive Committee agreed to push this item to May to allow for further discussion.

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8. Discuss MOUs with Municipalities. Groberg thought this may be a good solution to petitioning every year to be placed on the ballot or town meeting day agenda in municipalities we serve. Manchester Community Library has an MOU with their town. The Executive Committee agreed to continue the discussion at a later date.

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9. Review April Board Meeting Agenda. All agreed there were no changes to be made to the agenda, but it would be good to discuss a Board celebration event in addition to the field trip at the April 15th Board Meeting.

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10. Committee Reports:

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- a. Board Development Committee: Groberg reported that the Board is planning for two new members and potentially a third if there is a good applicant pool. A new demographic survey will go out to the Board soon.

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**KELLOGG-
HUBBARD
LIBRARY**

- b. Finance Committee: Lasick reported that the financials are looking good, and we are expecting a surplus at the end of the year. The Finance Committee approved an increase in property insurance coverage of the library, which will raise the total limit to \$14.8 million from \$12.3 million.
 - c. Fund Development Committee: Thiers reported that the Fund Development Committee will be meeting on 4/15. This has been a great fundraising year so far.
11. There being no other business, the meeting was adjourned at 1:00 PM.