

**Vernon Free Library Board of Trustees  
Regular Meeting Minutes  
December 14, 2022**

**MEMBERS PRESENT:**

Cassie Sailsman, Chair  
Kristin Bratton, Clerk  
Julie Nevins, Secretary

**STAFF:**

Jean Carr, Library Director

**GUESTS:**

Doug Rosien

**MEMBERS ABSENT:**

**REGULAR MEETING**

Cassie Sailsman called the meeting to order at 5:36 pm.

**CHAIR'S REMARKS:**

Welcome to Doug Rosien. We're glad to have you here!

**OPEN MEETING—PUBLIC COMMENTS:**

No public comments.

**AGENDA ADDITIONS/CORRECTIONS:**

**APPROVAL OF MINUTES:**

**A motion was made by Kristin Bratton to accept the minutes the regular November 9, 2022 meeting as written.** Seconded by Cassie Sailsman. Carried 3-0.

**LIBRARY DIRECTOR'S REPORT:**

- **FINANCIAL:**
  - FY 22/23 – Expenditures from tax appropriations are at 40.38% and we're 44% through year.
  - **TRUSTEES' BOOK SALE:** Total sales = \$125.50
  - **2022 ANNUAL APPEAL:** Donations to date = \$5850
- **GIVING TREE:** All tags have been. There were 99 Angel tags. Gifts are to be returned to the Town Clerk or Library by Saturday, Dec 17 at noon.
- **SARA COFFEY** will be resuming her "Coffey with Sara" meetings with the public in the lobby of the town Office Building. This is sponsored by the Library. The meetings will be Saturday from 10am to 11am, January 14, March 18 and May 13.
- **SALARY SURVEY RESULTS** should be presented to the Selectboard at their first meeting on January 3. The Selectboard will then be deciding how to proceed with the findings.
- **IMPORTANT DATES:**
  - Town Meeting will be Monday evening, March 6, 2023 at Vernon Elementary School
  - Voting will be Tuesday, March 7, 2023
  - Deadline for Petitions is January 19, 2023
  - Deadline for Candidate Petitions is January 30, 2023

- CHRISTMAS PARTY for Town employees and officials has been planned for Thursday, December 22 at 4 pm for potluck appetizers and desserts.

#### NEW BUSINESS

- **New Trustee Candidate**
  - Two trustees spoke with Doug Rosien, a candidate for the open trustee position on December 8th.
  - **Kristin Bratton moved to approve Doug Rosien fill the unexpired term for Library Trustee ending in 2023.** Julie Nevins Seconded. Carried 3-0.
  - Julie Nevins will request that the Trustees be put on the December 20, 2022 Selectboard meeting so they can also vote on Doug Rosien filling the open position.
- **Library Director's Vacation Time Pay**
  - **Kristin Bratton made a motion for the Library Director to be paid out her remaining time off up to 59.5 hours.** Cassie Sailsman seconded. Carried 3-0.
  - Note: Due to staffing shortages, there are often times when the Library Director is not able to take vacation time.

#### OLD BUSINESS

- **Trustee Report and Articles**
  - The Trustees discussed the language for the Annual Report.
- **Updates on Annual Appeal**
  - We have received \$5850 so far.
  - As of this meeting time, we do not have any survey responses.
- **Volunteer Appreciation Gift**
  - We will discuss this in Executive Session.
- **Library Signs**
  - Tabled to January 11, 2023 meeting.

#### Executive Session if needed

- **A motion was made by Kristin Bratton pursuant to 1 V.S.A. §313(3)(a)(3), the Trustees will enter into Executive Session to discuss the Library Staff.** Seconded by Cassie Sailsman. Motion carried 3-0.
- Trustees went into Executive Session at 6:40 p.m. and returned at 6:56 p.m. No decision was made during Executive Session.
- **After returning from Executive Session, Julie Nevins made a motion to hold a working session on December 29 at 1:00 pm for library staff and volunteer appreciation gifts.** Kristin Bratton seconded. Carried 3-0.

#### ANNOUNCEMENTS/INFORMATION:

The next regular meeting of the Vernon Free Library Board of Trustees will be held Wednesday, January 11, 2023 at 5:30 p.m. This will be a hybrid meeting.

**A motion was made by Kristin Bratton to adjourn the meeting at 6:58 p.m.** Seconded by Julie Nevins. Carried 3-0.

Respectfully submitted,

Julie Nevins, Recording Secretary