

**Vernon Free Library Board of Trustees
Regular Meeting Minutes
March 8, 2023**

MEMBERS PRESENT:

Cassie Sailsman, Chair
Doug Rosien, Vice-Chair
Kristin Bratton, Clerk
Julie Nevins, Secretary

STAFF:

Jean Carr, Library Director

GUESTS:

MEMBERS ABSENT:

REGULAR MEETING

Cassie Sailsman called the meeting to order at 5:50 pm.

CHAIR'S REMARKS:

No remarks.

OPEN MEETING—PUBLIC COMMENTS:

No public comments.

AGENDA ADDITIONS/CORRECTIONS:

Add announcement

No changes.

APPROVAL OF MINUTES:

A motion was made by Kristin Bratton to approve the minutes of the regular February 8, 2023 meeting as written. Seconded by Doug Rosien. Carried 4-0.

LIBRARY DIRECTOR'S REPORT:

- **FINANCIAL:**
 - FY 22/23 – Expenditures from tax appropriations are at 62.62% and we're 68.22% through year.
- **SUMMER READING PROGRAM GRANT**
 - Application has been submitted.
- **PLANT SALE**
 - Making plans for a plant sale in May. Residents can set up to sell any extra vegetable or flower plants they have started for their gardens.
 - This is not a fundraiser; the library is hosting the space to support our local gardeners.
- **ANNUAL PUBLIC LIBRARY REPORT**
 - Due March 24. I have started work on it but have more work to do!

NEW BUSINESS

- **Reorganize board & set meeting day and time**
 - The Trustees will continue to meet on the second Wednesday of the month at 5:45 PM.
 - The Board remained in our positions as follows:
 - Chair: Cassie Sailsman
 - Vice-Chair: Doug Rosien
 - Clerk: Kristin Bratton
 - Secretary: Julie Nevins
 - Note: The open position was not filled at Town Meeting. Julie Nevins and Kristin Bratton will create a new announcement to post in the library.
- **Begin Reviewing: General Operating Procedures-Policies, By-Laws, Mission Statement, & Vision**
 - The Trustees reviewed the Vision Statement, Mission Statement, General Operating Procedures-Policies, and By-Laws documents, corrected typographical errors, and as needed updated the documents to reflect current library needs.
 - Julie Nevins will update the electronic version of each document to reflect the discussion and send to the Trustees to review for final approval during the April 12, 2023 regular meeting.

OLD BUSINESS

- **Email Policy—tabled until April meeting**

ANNOUNCEMENTS/INFORMATION:

The next regular meeting of the Vernon Free Library Board of Trustees will be held Wednesday, April 12, 2023 at 5:45 p.m. This will be a hybrid meeting.

VT Department of Libraries is hosting an [online event](#) for trustees on March 23, “Overview of Resources for Public Library Trustees.”

A motion was made by Kristin Bratton to adjourn the meeting at 7:36 p.m. Seconded by Doug Rosien. Carried 4-0.

Respectfully submitted,
Julie Nevins, Secretary