

**Vernon Free Library Board of Trustees
Regular Meeting Minutes
March 11, 2026**

MEMBERS PRESENT:

Julie Nevins, Vice-Chair
Kristin Bratton, Clerk
Nikki Deyo, Secretary
Erin Harris, Member

STAFF:

Jean Carr, Library Director

GUESTS:

MEMBERS ABSENT:

Cassie Sailsman, Chair

REGULAR MEETING

Julie Nevins called the meeting to order at 5:57 pm.

CHAIR'S REMARKS:

Cassie is not attending due to illness and we wish her a speedy recovery.

OPEN MEETING—PUBLIC COMMENTS:

No public comments.

AGENDA ADDITIONS/CORRECTIONS:

APPROVAL OF MINUTES:

Kristin Bratton moved to accept the minutes of February 11, 2026 as corrected. Julie Nevins seconded. The motion carried 3-0. 1 Abstention

LIBRARY DIRECTOR'S REPORT:

FINANCIAL

FY 25/26 – Expenditures from tax appropriations is at 58%. We're 69.59% through the fiscal year.

BOOK PURCHASING

Still working with Ingram Library Services. They have increased their staff and are now beginning to ship quicker and are looking at processing.

ANNUAL PUBLIC LIBRARY REPORT

Due to my illnesses I requested an extension. I have the report filled out and want to review it again before I submit it.

SUMMER READING PROGRAMMING GRANT

2026 theme is "Unearth a Story". Grant application has been submitted.

OPEN MIC LITERACY NIGHT @ VES March 31 @ 6:30

I am working with Mary Ross to have a table representing the library at the event. I plan to be there and will have library information and library card request forms.

We will have a selection of books for new library card patrons to take home.

TOWN WIDE YARD SALE sponsored by Governor Hunt House will be May 2. Trustee Book Sale. Trustees and Jean will set up digital payment as well as signage to remind patrons to pay for books that are in the lobby.

NEW BUSINESS

Renew VINS Membership

Pass expires March 31. Jean will pay online to cover for 1 pass that will cover 4 individuals.

Julie Nevins moves to spend \$175 from the Gift Fund to purchase a VINS Library Membership. Kristin Bratton seconded. 4-0

Reorganize Board (Set Meeting Times and Dates)

Tabled to discuss further in the April meeting.

Trustee Orientation

Jean printed a copy for each trustee to replace the last page of the General Operations in our binders as well as the contact sheet for town and library staff.

Reviewed some of the basic orientation items with Erin: email, text group, signing warrants, etc.

Begin Review of General Operating Procedures (Policies, By Laws, Mission Statement & Vision).

Julie to send By Laws and all other pertinent documents for trustees to review for discussion at April Meeting.

OLD BUSINESS

Grant Information

Trustees missed the Selectboard meeting last month. Jean received the quotes from the glass company and door opener. Erin to assist Cassie in getting a quote for the minisplit. Next town meeting is March 17, Julie and Cassie to discuss getting on their agenda and attending.

Application has not been started and is due March 31. Jean and Julie to work on the grant.

Correspondence updates with BML Trustee

Trustees are learning from Brattleboro Memorial Library on how they are proceeding with acquiring a new library direction. Trustees will draft a job requisition with a salary range that's competitive but within our budget. Nikki to draft the requisition and email to trustees on March 16. Trustees to send a warning for Special Meeting before March 18.

EXECUTIVE SESSION

Nikki Deyo moved to enter into executive session to discuss the appointment or employment or evaluation of a public officer or employee. 1 V.S.A. 313 (3)(a)(3). Julie Nevins seconded. Carried 4-0.

The Trustees entered into executive session at 7:44 PM.

The Trustees left the Executive Session at 8:00 PM. No decisions were made during the Executive Session.

ANNOUNCEMENTS/INFORMATION:

The next regular meeting of the Vernon Free Library Board of Trustees will be held Wednesday, April 8, 2026 at 5:45 p.m. This will be a hybrid meeting.

A motion was made by Kristin Bratton to adjourn the meeting at 8:01 p.m. Seconded by Nikki Deyo. Carried 4-0.

Respectfully submitted,

Nikki Deyo, Secretary