

**Vernon Free Library Board of Trustees  
Regular Meeting Minutes  
March 13, 2024**

**MEMBERS PRESENT:**

Cassie Sailsman, Chair  
[Vacant position], Vice-Chair  
Kristin Bratton, Clerk  
Julie Nevins, Secretary  
Nikki Deyo, Member

**STAFF:**

Jean Carr, Library Director

**GUESTS:**

**MEMBERS ABSENT:**

**REGULAR MEETING**

Cassie Sailsman called the meeting to order at 5:51 pm.

**CHAIR'S REMARKS:**

Welcome to the Board, Nikki Deyo!

**OPEN MEETING—PUBLIC COMMENTS:**

No public comments.

**AGENDA ADDITIONS/CORRECTIONS:**

No additions or corrections.

**APPROVAL OF MINUTES:**

- **Kristin Bratton moved to accept the minutes of the February 14, 2024 regular meeting as written.** Cassie Sailsman seconded. The motion carried 3-0, with 1 abstention.

**LIBRARY DIRECTOR'S REPORT:**

- **FINANCIAL:**
  - FY 23/24 – Expenditures are at 64.97% of budget from tax appropriation. We're 68.77% through fiscal year.
- **FEDERAL CAPITAL PROJECTS GRANT:**
  - Grant was submitted on 3/12/2024. Proposed Capital Projects include purchase and installation of replacement windows, purchase and installation of automatic door opener, and purchase and installation of mini splits to replace non-functioning air conditioning.
  - Total grant request is \$52,000.
- **FIBERCONNECT:**
  - New cables for internet will be installed possibly next week by Southern Vermont Tel. Was suppose to begin this week but he was called away for emergencies.
  - We will be staying with First Light as our internet until all our eRate money is used.
  - Then I will explore other options for an internet provider.

- Early Education Services (EES) STORY TIME:
  - I was approached by EES to host a Story Time. It is planned for April 23, from 1:30 to 2:30 PM. I will be helping them with publicity.
- Windham Solid Waste Management District Program:
  - I was approached by their Outreach Coordinator to do an educational program around recycling, trash or composting. The first phase is to have patrons answer survey questions to determine the program focus. The survey is here in the library.
- LIBRARY WEBSITE:
  - Development of new design is complete. I will be doing training tomorrow before we go live.
- SOLAR ECLIPSE:
  - I've obtained Eclipse Glasses and plan to make them available to patrons.
  - I've also purchased some books for children explaining the solar eclipse. I'll do some promotion of these.
- RAFFLE DONATIONS:
  - We've received donations from Buddy's A Pet Store, Mary Kay from Janis Pereira, Uncle Jesse's Café Gift Certificate, Judy Weyman's handmade shell wreath, and Jesse Casella who does nature photography and makes books.
- PUZZLE TOURNAMENT:
  - This will be happening Saturday, March 23 from 10:00 AM to 12:00 PM.
- TOWN WIDE YARD SALE is planned for Saturday, June 1.
  - Sponsored by Friends of Vernon Center.
- TRUSTEE SPRING TRAINING
  - From VTLIB on April 4th from 11:00 AM to 12:00 PM

## NEW BUSINESS

- **Reorganize board & set meeting day and time**
  - **Julie Nevins nominated Nikki Deyo for the position of Secretary.** Kristin Bratton seconded. Carried 4-0.
  - **Kristin Bratton nominated Cassie Sailsman for the position of Chair.** Julie Nevins seconded. Carried 4-0.
  - **Julie Nevins nominated Kristin Bratton for the position of Clerk.** Cassie Sailsman seconded. Carried 4-0.
  - **Kristin Bratton nominated Julie Nevins for the position of Vice-Chair.** Nikki Deyo seconded. Carried 4-0.
  - **Kristin Bratton moved to set the date and time for regular meetings as the second Wednesday of each month at 5:45 PM.** Nikki Deyo seconded. Carried 4-0.
- **Logo Design Contest**
  - We'd like to update the Trustee Logo, and enlist suggestions from Vernon residents of all ages.
  - Kristin Bratton will draft an instructions poster for the Trustees to approve during the April regular meeting. We aim to run the contest during the Summer Reading Program and to select a logo during the August regular meeting.
- **Begin Reviewing: General Operating Procedures-Policies, By-Laws, Mission Statement & Vision**
  - Tabled until April Regular Meeting.

## **OLD BUSINESS**

- **Author Talk Recap**

- Bonnie Borromeo Tomlinson held a Q&A style discussion for her book “Stop Buying Bins” on March 2.
- We had 5 attendees, plus 2 Trustees. It was very well received. We’d love to host another one.

- **Raffle Planning**

- Nikki Deyo will donate thank you notes. Julie Nevins will write them for the next meeting.
- Kristin Bratton will draft a poster for approval at the next meeting.
- We hope to hold two raffles: 1) a Start of Summer Raffle, running in the library and at the Vernon Community Market in June, with drawing in early July; and 2) Dog Days of Summer Raffle, running in the Library and at the Vernon Market in August, drawing in early Sept.
- We will sell tickets for \$1 or 6 tickets for \$5.

- **Capital Projects Application**

- See Library Director’s Report

## **ANNOUNCEMENTS/INFORMATION:**

The next regular meeting of the Vernon Free Library Board of Trustees will be held Wednesday, April 10, 2024 at 5:45 p.m. This will be a hybrid meeting.

**A motion was made by Kristin Bratton to adjourn the meeting at 7:04 p.m.** Seconded by Julie Nevins. Carried 4-0.

Respectfully submitted,  
Julie Nevins, Secretary