

**Vernon Free Library Board of Trustees
Regular Meeting Minutes
September 11, 2024**

MEMBERS PRESENT:

Cassie Sailsman, Chair
Julie Nevins, Vice-Chair
Kristin Bratton, Clerk

STAFF:

Jean Carr, Library Director

GUESTS:

MEMBERS ABSENT:

Nikki Deyo, Secretary

REGULAR MEETING

Cassie Sailsman called the meeting to order at 5:46 pm.

CHAIR'S REMARKS:

No remarks.

OPEN MEETING—PUBLIC COMMENTS:

No members of the public present.

AGENDA ADDITIONS/CORRECTIONS:

No additions or corrections.

APPROVAL OF MINUTES:

- **Kristin Bratton moved to approve the minutes of the August 14, 2024 regular meeting as written.** Cassie Sailsman seconded. Carried 3-0.

LIBRARY DIRECTOR'S REPORT:

- **FINANCIAL:**
 - FY 23/24 Final: Expenditures from tax appropriations were \$104,407.38 of \$106,845 budgeted. (\$2437.62 unspent)
 - Used 97.72 % of tax appropriation
 - FY 24/25 Expenditures from tax appropriations is 17% of budget. We're at 19.18% through the fiscal year.
- **RHYME TIME:** Began today Wednesday, September 11 at 10:30 am. It will be every Wednesday at that time with the Youth Services Librarian. 3 adults & 3 children attended.
- **BIBLIO+ :** This new streaming service just went live!
 - It offers approximately 2500 movies & 200 series that our patrons will be able to sign up for. This has been provided through GMLC for \$300.80 for one year. They are in the process of changing their PR materials so I will do publicity as soon as those materials are available.
- **PIPER MOUNTAIN WEBS, LLC** will be terminating October 1, 2025 upon the owner's retirement.

- He was working with a couple who were going to take over PiperWebs but were now unable to. He is continuing to try to find someone else. So, there's a strong possibility that PiperWeb's library website service will be discontinued October 1, 2025.
- He is working to provide a list of possible alternatives but states that "the difficulty, quite frankly, is in locating a website designer / content management provider that offers a similar level of service at a similar low cost."
- We're also still dealing with the ADA requirements for the website.
- COURIER GRANT has been applied for, all the paperwork submitted. Waiting to hear approval.
- SUMMER READING PROGRAMING GRANT REPORT & SUMMER READING PROGRAM STATISTICS REPORT have just gone live so I will be working on them.

NEW BUSINESS:

- **Staff Appreciation Gifts**
 - Tabled until Executive Session

OLD BUSINESS:

- **Budget Planning for Next Fiscal Year**
 - We do not yet have a due date for sending the initial budget proposal to the Selectboard, but likely after the October 9, 2024 Regular Meeting.
 - We do not expect major changes from 2023-2024 FY, except that we anticipate the website and technology costs will likely increase.
- **Annual Appeal Planning**
 - Julie Nevins will reach out to Rec Department staff to see if they've had success with online payments through the Town website. If so, we will include this option in the postcard this year.
 - The Trustees started a draft. Kristin Bratton will edit and send an updated draft to the other Trustees for feedback and finalization at the October 9, 2024 Regular Meeting.
- **General Operations Update Check-In**
 - Trustees made updates to the General Operations to:
 - add a policy to align with S.220, 22 VSA 172.
 - **Julie Nevins moved to approve the updated General Operations.** Kristin Bratton seconded. Carried 3-0.

EXECUTIVE SESSION

Julie Nevins moved to enter into executive session with the Library Director to discuss the evaluation of a public officer or employee pursuant to Title 1, Section 313(a)(3), of the Vermont Statutes. Kristin Bratton seconded. Carried 3-0.

The Library Director left the executive session at 7:45 pm.

The Trustees left the executive session at 7:54 pm. No decisions were made during executive session.

Kristin Bratton moved to spend up to \$450 from the gift fund for staff appreciation gifts. Julie Nevins seconded. Carried 3-0.

ANNOUNCEMENTS/INFORMATION:

The next regular meeting of the Vernon Free Library Board of Trustees will be held Wednesday, October 9, 2024 at 5:45 p.m. This will be a hybrid meeting.

A motion was made by Kristin Bratton to adjourn the meeting at 7:55 p.m. Seconded by Julie Nevins. Carried 3-0.

Respectfully submitted,
Julie Nevins, Vice-Chair