

## Library Board Minutes, Monday, March 4, 2026 prepared by Helen Olshever

1. Call to order and Roll Call at 6:00 PM by Bob. Present: Bob, Bruce, Richard, Alyssa, Julius, Carol, Helen. Absent – Claire, Emily, Patience, Linda.
2. Bob made a motion to approve the minutes – it passed by a unanimous vote. A question was asked as to where to find the minutes: in a book in Emily's office and on the library website. It was suggested that perhaps a Google Drive could be set up with the Board minutes and other business, if not to serve only this board, but future generations of the board. This will be put on the agenda for the next Board meeting to be discussed.
3. Treasurer's Report. Richard assured the Board that the library is in very good shape moving into this next year. He believes that we are in “a strong and stable position.” Our taxes and Insurance Audit are all completed and filed. Julius and Richard are still exploring the possibility of switching from the Vermont Community Foundation managing our account, to an institution with lower fees. They are planning to have another meeting with The Trust Company of Vermont to further explore this option. They will bring updated information to the Board after this meeting. The \$45,000 that the library requested from the Town was approved. A motion was made to approve the Treasurers report, and it was approved unanimously. A copy of this report can also be found in the same notebook in Emily's office that the minutes reside in.
4. Director's Report. Emily was not present, so Bob read the very full report, which included information from both Emily and Linda. Many programs are being planned, and our summer programming grant money has arrived. Linda is definitely getting up to speed and there are many “works in progress” in the children's area. Board books from the CLIF grant are now available to families, and \$300 worth of new books are being prepared for checkout. Very exciting things are in store for the upcoming year in the children's department, as well as in the library at large. Plans for participating in the Tour de Pownal are under way. A copy of this report is also available in the notebook mentioned above. Emily will complete her VT Library Certificate in March.
5. Election of Officers. Bob ran through the general duties of each elected officer. Here is the outcome of the election: Bob Case for Chairman; Richard Williams for Treasurer; Alyssa Irizarry for Secretary. A committee will be formed this year to write clear job descriptions for the officers, which will be added to the Library Policies and Procedures. We decided that the Executive Committee would consist, for starters, of the Chairperson (Bob). As issues come up to be handled by a smaller group of trustees in between regular meetings, The Chairperson will call on other appropriate trustees to help in addressing the issue. All decisions of the Executive Committee must ultimately be approved by the entire Board. We decided that a Vice Chairperson was not a necessary position.
6. Initial formation of committees. There was a fairly extensive discussion regarding committees and what their functions are. Attendees at the meeting volunteered to be on different committees but there were no definitive decisions about a few of the committees. Two trustees were absent, so it was decided that Bob would send those two people an email to inquire as to their preferences. It seems that we have to define more clearly what each committee will be responsible for, so that will be addressed more fully at the next meeting. We did some brainstorming about activities and recognized that we had to make a distinction between “events” which would be in the Board's purview, and “programming” which would be Emily and Linda's responsibility to plan. We thought that probably the Board Events Committee would plan 2 large events (one being a family event) in addition to a Dedication ceremony for the tree planted

for June Cooper last spring. The big Tour de Pownal would be mostly planned by Emily and her special committee, not the Board. It was also suggested that the Board committees should be required to make progress reports at the full board meetings. More to be discussed at the next meeting on April 6. It was suggested that the Event Committee try to convene before then.

7. Motion to Adjourn was made at 7:40 pm, passed unanimously.