

Georgia Public Library  
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(802) 524-4643  
[www.georgiapubliclibraryvt.org](http://www.georgiapubliclibraryvt.org)  
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**Library Trustees**  
*Ben Ebert, Chair*  
*Deb Woodward, Vice Chair*  
*Sara Walker, Secretary*  
*Bob Giroux, Treasurer*  
*Cindy Rutkowski, At Large*

**Georgia Public Library Trustee Meeting**  
**Monday, February 13, 2023 6:00 - 8:00 pm**  
**Location: Georgia Public Library**  
**Meeting Minutes - APPROVED**

Attendance: Ben Ebert, Deb Woodward, Sara Walker, Bob Giroux, Cindy Rutkowski, Bridget Stone (via phone)

1. Call to order: 6:00pm
2. Opportunity to add or remove items – Bob requests executive session for a personnel matter.
3. Public Appearances: None scheduled
4. Secretary's Report: Attendance taken and minutes from previous meeting review and approval
  - a. Cindy moves to accept minutes as written, Bob seconds, all approve.
5. Treasurer's Report:
  - a. Budget: Nothing to report at this time for the 2023 budget. There are a few items bought in 2022 that will be paid for with the 2023 budget, meaning no impact fees were needed for 2022.
  - b. Bob passed out the Library Director's report which will be included in the Town Report for 2022. This includes a page-long narrative, infographics, and the library's budget report.
  - c. All ledger entries for 2022 have been reconciled.
6. Library Director's Report:
  - a. NLM Grant – National Library of Medicine. Due to the extraordinary number of applicants, NLM is unable to grant us the full amount requested (\$20,000). However, if we can pare down our requested, they would like to meet some of our needs. After discussion, it was decided that we will keep tech portion of the grant, proposed removal of movement piece from grant. Work with Georgia rec person or Age Well.
7. Old (unfinished) Business: N/A
8. New Business:
  - a. Town meeting day – Do we want a table? It was decided that Sara put together a display, to include the community survey questions.
  - b. Town meeting warning – The library board positions were listed incorrectly. There are no 3 year terms up at this time, only three (3) one year positions.
  - c. Payroll – There was a recent conversation regarding switching the Library Director to a Salaried position. The board agrees that this move makes sense. Bridget will update the job description and the board will review it during our March reorganization after Town Meeting.
  - d. The board of trustees and library director want to extend a huge Thank You to Cindy Rutkowski for 5 years of dedicated service to our library.

9. Executive Session, if necessary: A public body may only enter into executive session upon a majority vote on a motion made in an open meeting that indicates the reason for going into executive session.<sup>1</sup>
  - a. Bob moves we go to exec session at 6:10
  - b. Cindy moves that we leave exec session at 6:18, Deb seconds, all approved.
  - c. Action items out of executive session: The library director has been out due to a medical issue. Many thanks to the staff and subs that have been keeping the library running smoothly. Bridget will begin working again as she is able.
10. Public Comment: N/A
11. Concerns for the Selectboard: (NONE or list concerns)
12. Confirm date of next meeting: March 13, 2023 from 6:00-8:00 at GPL
13. Adjourn: Cindy moves we adjourn 6:49

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<sup>1</sup> The only permissible reasons for going into executive session are set forth in 1 V.S.A. § 313. One category, requires the public body to make a specific finding that "premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage" prior to considering one of the following in executive session: contracts; labor relations agreements with employees; arbitration or mediation; grievances, other than tax grievances; pending or probable civil litigation or a prosecution, to which the public body is or may be a party; or confidential attorney-client communications made for the purpose of providing professional legal services to the body. Other things a public body may consider in executive session are: The negotiating or securing of real estate purchase or lease options; The appointment or employment or evaluation of a public officer or employee, provided that the public body makes its final decision to hire or appoint a public officer or employee in an open meeting and must explain the reasons for its final decision during the open meeting; A disciplinary or dismissal action against a public officer or employee; but nothing in this subsection shall be construed to impair the right of such officer or employee to a public hearing if formal charges are brought; A clear and imminent peril to the public safety; Discussion or consideration of records or documents that are not public documents under the access to public records act. However, when the board discusses or considers the excepted record or document it may not also discuss the general subject to which the record pertains; The academic records or suspension or discipline of students; Municipal or school security or emergency response measures, the disclosure of which could jeopardize public safety. <https://www.sec.state.vt.us/media/514454/A-GUIDE-TO-OPEN-MEETINGS.pdf>