

Georgia Public Library  
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**Library Trustees**  
*Ben Ebert, Chair*  
*Deb Woodward, Vice Chair*  
*Sara Walker, Secretary*  
*Bob Giroux, Treasurer*  
*Margot Vanscoy, At Large*

**Georgia Public Library Trustee Meeting**  
**Monday, May 15<sup>th</sup>, 2023 6:00 - 8:00 pm**  
**Location: Georgia Public Library**  
**Minutes - Unapproved**

Attendance: Ben Ebert, Deb Woodward, Sara Walker, Bob Giroux, Margot Vanscoy, Bridget Stone

1. Call to order: 6:05
2. Opportunity to add or remove items
3. Public Appearances: None scheduled
4. Secretary's Report: Attendance taken and minutes from previous meeting review and approval
  - a. Deb moves to accept minutes as written, Margot seconds, all approve.
5. Treasurer's Report:
  - a. Bob has had several budget discussions with Select Board members (Nick Martin and Jamie Comstock). Bob reports that regarding the budget shortfall of \$3,847 (noted in previous minutes), the Select Board was not prepared to make the correction. The Select Board has decided that they would like to see how the year plays out and will readdress the shortfall later this year.
  - b. Bob reports that a motion was made at the last Select Board meeting to have Amber Baker (treasurer) begin to administrate library budget lines, returning to the historical practice of the library being a recognized department in the town. The Library Trustees would like to return to the transparency of a fully detailed budget in the town report.
  - c. Deb moves that the Library Board of Trustees pass the current operating budget of \$139,210 with the understanding that this is \$3,847 less than originally agreed to in open meeting. We will manage this amount and look forward to Select Board support if we are unable to meet this expectation. Bob seconds, all approve.
  - d. Deb moves that the Select Board return the library to historical recognition as a town department within the town budget, with a department head that reports out on expenditures and revenues. Sara seconds, all approve.
6. Library Director's Report:
  - a. Personnel:
    - i. New hire: Hunter Lamore. Hunter has taken the lead on teen programing and it is going very well to date.
    - ii. New schedule seems to be going well (Closed Sunday and Monday, Tuesday-Thursday 9am-7pm, Friday 9am-5pm, Saturday 9am-3pm). There seems to be a positive response to the change in hours.
  - b. Facilities:
    - i. The HVAC split in children's area needs to be replaced, Todd Cadieux is getting bids for this. Todd is also looking into new flooring.
    - ii. Jen Kale is coordinating with Todd to get new mulch for the garden beds.

- iii. Security cameras have not been hooked up. We continue to not be in favor of them being hooked up. To our knowledge the Select Board will be monitoring footage, not town administrator. However, the Library Trustees recommend that we use the security camera technology as other larger municipalities have done successfully; footage remains in house and is only used in response specific events or threats as deemed necessary.
    - iv. Bridget and Ben met with Vermont Integrated Architecture; the next step is RFPs for library design. Bridget will look into creating a committee to discuss this.
  - c. Grants
    - i. United Way of NW Vermont Grant: supplies for art nights ordered and received, and an arrangement has been made with Zachary's in Milton. Bridget has been asked to and will present at the United Way Network Meeting regarding the success of this project.
    - ii. National Library of Medicine Grant: targeted toward seniors. Awaiting IRB approval, which is in process.
- 7. Old (unfinished) Business: N/A
- 8. New Business:
  - a. Change to regular trustee meeting times
    - i. Bob moves to change the Library Trustee Bylaws to state a less specific meeting time. Deb seconds, all approve. Sara will make this change to be voted on at our next meeting.
- 9. Executive Session, if necessary: A public body may only enter 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>
- 10. Public Comment:
- 11. Concerns for the Selectboard: (NONE or list concerns)
  - a. Please see motions made in 5c and 5d.
- 12. Confirm date of next meeting: June 22, 2023 from 6:00-8:00 at GPL
- 13. Adjourn: Deb moves to adjourn at 8:05

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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>