

Georgia Public Library
1697 Ethan Allen Highway
Georgia, Vermont 05454
(802) 524-4643
www.georgiapubliclibraryvt.org
gplvt@yahoo.com



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

Georgia Public Library Trustee Meeting
Tuesday, February 20th, 2024 6:00 - 8:00 pm
Location: Georgia Public Library
MINUTES – UNAPPROVED

Attendance: Ben Ebert, Deb Woodward, Sara Walker, Bob Giroux, Margot Vanscoy, Bridget Stone.
Public Present: Marc Price, Terry Cleveland

1. Call to order: 6:05
2. Opportunity to add or remove items - None
3. Public Appearances: None to speak, two prospective trustee candidates visiting (Marc and Terry)
4. Secretary's Report: Attendance taken and minutes from previous meeting review and approval
 - a. Sara moved that January minutes are approved as amended (with the addition of upcoming meeting times), Margot seconds, all approve.
5. Treasurer's Report:
 - a. We have a small surplus in the 2023 budget once miscellaneous revenue is addressed. This revenue is listed on a separate line in the budget.
 - b. We have three grants that we anticipate receiving in 2024
6. Library Director's Report:
 - a. Staffing and Hours for 2024
 - i. Friday February 23rd will be Valeries last day and her final children's storytime. We will miss her and we wish her well in her future endeavors.
 - ii. We had to trim 10 hours a week from the 2024 staffing schedule. The goals of these hours was to have consistency in our open hours and to prioritize 2 people working together. The library will be open to the public for 30 hours per week. The new hours open to the public will be:
 1. Tuesday/Thursday 12:00-6:00
 2. Wednesday 10:00-6:00
 3. Friday 10:00-5:00
 4. Saturday 9:00-12:00
 5. Sunday/Monday – CLOSED
 - iii. Job descriptions have been revised to reflect the reduction in hours for staff, and were circulated to the board for review.
 - b. Policy review
 - i. Update of "Citizen's Request for Reconsideration Form". Suggested updates were provided by the Vermont Department of Libraries. Language has been tightened up to be clearer in the procedure and review. The policy will be presented again at the March 12th trustee meeting for further discussion and possible action.

- c. Capital project grant
 - i. Capital project grant for \$300 thousand to \$1.4 million managed by the VT Dept of Libraries with ARPA funds. No match necessary from town. ADA compliance and more electrical outlets would be our goals. Bridget attended 2/12 Select Board meeting with a request for support. Discussion, but no action officially taken. Bridget is meeting with the public works director, and with Suzanna Brown, to discuss scope and focus. Does the project include design, engineering *and* construction? The Library Trustees will have a Special Meeting on Monday February 26th at 5:00pm to address and reach consensus for support, for Bridget to bring to the Select Board for their 6:00pm meeting agenda.
 - ii. Winne Bell Grant has become a competitive grant for an increased gift of \$2,500.
- 7. Old Business:
- 8. New Business:
- 9. Executive Session, if needed: 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.¹
- 10. Public Comment:
- 11. Concerns for the Selectboard: (NONE or list concerns)
- 12. Confirm date of next meeting:
 - a. Special meeting February 26, 2024 5:00pm at the library
 - b. Next regular meeting will be March 12, 2024 6:00-8:00pm at the library. Everyone who was elected at Town Meeting must stop at the Town Clerk's office to be sworn in.
- 13. Adjourn: 7:40pm

¹ 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>