

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

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KHL Board Development Committee Meeting Minutes

Thursday, March 29, 2023, 10:30 AM

Via Zoom

1. Walke called the meeting to order at 10:30 am. Committee chair Judy Walke, trustees Edisa Gonzalez Revilla Muller and Jeff Dean, and library co-directors Carolyn Brennan and Jessie Lynn present.

2. Agenda approved by consent.

3. Motion for approval of minutes of Feb. 23 made by Muller with second from Walke. Motion carried. No discussion.

4. The committee discussed updates to the Trustee Nomination Process. Muller made a motion to send the Trustee Nomination Process as amended to the full board for approval at its April meeting. Seconded by Dean; motion carried unanimously.

The committee then discussed updates to the New Trustee Orientation Process. Muller made a motion to send the Trustee Orientation Process as amended to the full board for approval at its April meeting. Seconded by Dean; motion carried unanimously.

5. The committee agreed to defer discussion of remaining agenda items to a future Board Development Committee meeting, including Standard Trustee Interview Questions, New Trustee Applicant Assessment Rubric, Board Profile/Composition, and Ground Rules for Use of Google Docs for Drafting and Markup.

6. The committee set the April meeting date for April 20, 9:00 am.

7. No other business.

8. Adjourned 11:36 am.

Submitted by Jeff Dean