

**KELLOGG-HUBBARD LIBRARY**

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 [www.kellogghubbard.org](http://www.kellogghubbard.org)

**Board of Trustees**

Bridget Asay, President; Judy Walke, Vice President;  
Sue Zeller, Vice President; Tim Donovan, Treasurer; Sarah Seidman, Secretary.  
Sarah Davis; Jeff Dean; Craig Durham; Dan Greene;  
Edisa Gonzalez Revilla Muller; Tai Nixa Peterson; Sarah Swift; Donna Lasick; Heidi Parker

**Kellogg-Hubbard Board of Trustees Meeting**

**Wednesday, Oct. 18, 2023 via Zoom**

1. Called to order at 5:02 p.m. by Judy Walke (1<sup>st</sup> VP). Present: Sarah Seidman (Sec.), Tim Donovan (Treas.), Sue Zeller (2<sup>nd</sup> VP), Sarah Swift, Dan Greene, Tai Nixa Peterson, Edisa Revilla Muller, Heidi Parker, Sarah Davis, Donna Lasick, Craig Durham, Executive Director Dan Groberg, Library Director Carolyn Picazio, Bridget Asay (President). Absent: Jeff Dean.
2. The agenda was approved by consent. Zeller moved and Donovan seconded approval of the minutes of the email meeting 9-14-23. Motion carried. Donovan moved and Zeller seconded approval of the minutes of the 10-11-23 meeting. Motion carried with Walke and Parker abstaining due to absence.
4. ED Groberg presented a written report of flood recovery efforts and noted that the building heat is now restored. The building is open and busy and the non-fiction room is now designated as the quiet space. The quote for the elevator repair is considerably less than anticipated and will be completed in 3-5 months from the signing of a contract. Its installation on the first level will require the donor mural to be reimagined or recreated elsewhere. The Ross Gay event has sold 75 tickets to date and petitions for municipal funding have been distributed.
5. The majority of the meeting was spent in a thorough and lively review of the proposed changes to the Material Collection Development policy. Policy Committee Chair Greene noted that this policy forms the basis for the selection of all library materials and establishes guidelines in the case of challenges to material selection. The group discussed possible alterations to the request for reconsideration form and additions to the acquisitions guidelines. The document was returned to committee and will be brought back for approval at a future meeting. Zeller and Asay thanked the committee for its thoughtful and detailed work on this crucial policy.
6. Other committee reports were provided in written form. Seidman moved and Walke seconded the motion to approve Donovan, Revilla Muller and Durham as members of the ad hoc Nominating Committee for new officers. Motion carried. Donovan moved and Zeller seconded the nomination of Lasick to the Finance Committee. Motion carried.

7. Finance Committee Chair Donovan moved and Zeller seconded a motion to transfer \$2000 from the FY23 carryforward to the Audit and Planning Reserve Fund and \$75,248 to the Reserve for Subsequent Years fund. Motion carried.

Donovan moved and Walke seconded a motion to put the balance of the Give the Library a Lift (GLL) Fund (\$133,511.47) into the Occupancy Reserve Fund. Motion carried.

8. The next full Board meeting will be Nov. 15, 5 p.m. via zoom.

The meeting adjourned at 6:16 p.m.

Respectfully, Sarah Seidman, Secretary