

## 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; Donna Lasick;

Edisa Gonzalez Revilla Muller; Heidi Parker; Tai Nixa Peterson; Sarah Swift

### **KELLOGG-HUBBARD BOARD OF TRUSTEES MEETING**

**Wednesday, Nov. 15, 2023 via Zoom**

1. Called to order at 5:02 p.m. by Bridget Asay (President). Present: Judy Walke (1<sup>st</sup> VP). 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, Jeff Dean, Executive Director Dan Groberg, Library Director Carolyn Picazio, staff rep Autumn Bissonette. Absent: Sarah Davis, Donna Lasick, Craig Durham.
2. The agenda was approved by consent. Zeller moved and Walke seconded approval of the minutes of the 10-18-23 meeting. Motion carried.
3. ED Groberg presented a written report on flood recovery efforts and noted that he has met with the architect to continue plans for redesigning the building. He remains optimistic regarding flood recovery repayment from FEMA and said FEMA mitigation funding may even include the air conditioning.
4. Picazio and Policy Chair Greene presented the revised Collection Development policy (formerly "Materials Selection Policy") incorporating trustees' feedback. Seidman moved and Swift seconded a motion to approve the policy. Motion carried with Muller abstaining due to absence. Updates to eight other policies were made to reflect gender-neutral language and the new position of executive director rather than co-directors. Zeller moved and Swift seconded a motion to approve these minor changes. Motion carried.
5. Other committee reports were provided in written form. The executive committee discussed a plan to dissolve the standing Policy Committee in favor of a structure that would allow specific policies to be reviewed in relevant standing committees. The EC also proposed additional in-person meetings for 2024, as follows:
  - Jan. 17, March 20, May 15, Sept. 18, Nov. 20---in person at the library
  - Feb. 21, April 17, June 12, Oct. 16 via zoom.
  - No meetings are held in July, August and December.
7. Finance Committee Chair Donovan moved and Zeller seconded a motion to accept and approve the FY2023 Financial Statements as presented and recommended by the finance committee. Motion carried. The 990s are under review by the accountants.
8. Asay noted that this is Zeller's final Board meeting and said her service to the library in many roles over her nine years had been invaluable.

9. The appeal letters to major donors will be individually signed with a personal note from trustees. Available trustees can meet Nov. 17 at 11 a.m. in Groberg's office to help with this task.

10. The next full Board meeting will be Jan. 17, 5 p.m. in person at the library.

The meeting adjourned at 5:50 p.m. Respectfully, Sarah Seidman, Secretary