

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

Board of Trustees

Bridget Asay, Board President; Judy Walke, Vice-President;
Sue Zeller, Vice-President; Tim Donovan, Treasurer; Sarah Seidman, Secretary;
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Executive Committee Meeting Tuesday, November 9, 2021

The Executive Committee of the Kellogg-Hubbard Library met remotely (via zoom) on 11-9-21 at 12:03 pm. On the call were: Bridget Asay (Board President), Judy Walke and Sue Zeller (VPs), Tim Donovan (Treasurer), Sarah Seidman (Secretary), Jessie Lynn and Carolyn Brennan (KH Co-Directors). The agenda was approved by unanimous consent. Zeller moved and Donovan seconded approval of the minutes of the 10-12-21 meeting. Motion carried.

Co-Directors Report: Lynn reported that the new custodial staff began work Nov. 1. The fall appeal is off to a good start; the \$10,000 matching grant is attracting donors and the fine-free initiative has proven popular. Lynn said that Development Director Averyt is having success soliciting business sponsorships for the online auction. Lynn noted that it appears under the district heat changes that the library will have the capacity to reduce peak flow with existing equipment.

Brennan reported the library continues to require masking regardless of vaccination status. The American Rescue Plan grant of \$25,000 will be used mostly for technology, computer upgrades and outdoor activities infrastructure. Brennan said Montpelier will add the request for town funding to its warning without petition, but petitions are needed for Middlesex, Berlin and Worcester. She said a new library staff position should be filled in the next week or two.

The preliminary strategic planning proposal was discussed. Donovan moved and Zeller seconded the following motion:

- 1) To approve the preliminary strategic planning report developed by Brennan
- 2) To elect two trustees to a steering committee led by Brennan
- 3) To authorize up to \$25,000 from the undesignated gift for expenses incurred in the process. Motion carried.

The agenda for the full Board meeting at 5 p.m. Nov. 17 was approved.

The meeting adjourned at 12:55 pm. Respectfully, Sarah Seidman, Secretary