

**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;  
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Craig Line; Jennifer Myka; Tai Nixa Peterson; Graham Sherriff.

**KELLOGG-HUBBARD BOARD OF TRUSTEES MINUTES  
Wednesday March 16, 2022 Virtual Meeting via Zoom**

1. Called to order at 5:05 p.m. by 1<sup>st</sup> VP Judy Walke. Present: Tim Donovan (Treas.) Sarah Seidman (Sec.), Dan Groberg, Dan Greene, Tai Nixa Peterson, Craig Durham, Graham Sherriff, Jennifer Myka, Sarah Davis, Co-Directors Carolyn Brennan and Jessie Lynn, staff member Michelle Singer. Absent: Bridget Asay (President), Sue Zeller (2<sup>nd</sup> VP), Craig Line.
2. Agenda approved by consent.
3. Donovan moved and Peterson seconded approval of minutes of 2-16-22. Motion carried.
4. Adult Program and Outreach Coordinator Singer reported on the plans for PoemCity this April. There will be 22 programs (nine in person), seven displays of poetry and art in public spaces, 250 poems in 56 venues, and an opening celebration with Irish music and poetry at the library April 1, 4:30 pm.
5. Brennan gave a strategic planning update, noting the timeline attached in the Board's meeting packet which aims for a full Board review of the completed plan at their 9-21-22 meeting. Community, Board and staff surveys will go out by March 21, a Board retreat is being planned, as well as two focus groups and consultant interviews with up to 12 external stakeholders.
6. The co-directors' reports were made in written form. Brennan responded to questions concerning the proposed change from Fiber Connect to RB Technologies. She noted the need for reliable service and that this system would allow KH to upgrade its aging equipment, possibly with ARPA funds.
7. Finance Committee Chair Donovan moved that the "Audit Reserve" fund be renamed the "Audit and Planning Reserve" fund. Durham seconded, motion carried. Donovan congratulated Brennan and everyone involved in the successful quest for increased funding at all six Town Meetings.

8. Donovan moved and Myka seconded a motion to include the co-directors in an executive session to discuss a personnel matter. Motion carried. The group went into executive session at 5:40 p.m. The group came out of executive session at 5:45 p.m.

9. The Board agreed to the proposal for Lynn to move to 80% employment status as of 7-1-22.

10. The executive committee will take up the suggestion of resuming in-person meetings at their next meeting.

11. The next meeting will be Wednesday April 20 at 5 p.m. The meeting adjourned at 5:52 p.m.

Respectfully, Sarah Seidman, Secretary