

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 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; Craig Durham; Dan Greene; Dan Groberg;
Craig Line; Jennifer Myka; Tai Nixa Peterson; Graham Sherriff.

**KELLOGG-HUBBARD BOARD OF TRUSTEES MINUTES
Wednesday April 20, 2022 Virtual Meeting via Zoom**

1. Called to order at 5:02 p.m. by Bridget Asay (President). Present: Judy Walke (VP), Tim Donovan (Treas.) Sarah Seidman (Sec.), Dan Groberg, Dan Greene, Tai Nixa Peterson, Craig Durham, Jennifer Myka, Sarah Davis, Craig Line, Co-Directors Carolyn Brennan and Jessie Lynn, staff members Nicole Westbom and Steve Picazio, strategic planning consultant Stephanie Lahar. Absent: Sue Zeller (2nd VP), Graham Sherriff
2. Agenda approved by consent.
3. Donovan moved and Greene seconded approval of minutes of 3-16-22. Motion carried.
4. Lahar gave an update on the strategic planning timeline and the data collection so far. Board and staff surveys have been received, 12 stakeholder interviews have been completed, 151 community survey responses have been received, and a second in-person evening focus group is set for next week. The Board urged Lahar and Brennan to continue outreach to gather data from more under-represented voices. The Board retreat will be June 6, 9:30-4:30 p.m. The goal is to have a draft strategic plan ready for the full Board by Sept. 21, 2022.
5. Westbom reviewed the children's collection diversity audit now underway. In juvenile fiction, 608 of 4,000 books have been reviewed. The entire collection will be scrutinized with an eye to greater diversity and inclusion. Walke asked if the staff is sharing ideas and resources with school librarians and Westbom said one connection had been made with a local teacher.
6. The co-directors' reports were made in written form. Lynn said the delayed front steps repair will finally be completed by 4-25-22.
7. The executive committee recommended that the full Board use a hybrid of in-person and remote meetings in 2023. The suggestion would be for in-person meetings as follows: September 2022—for strategic plan, January 2023—for annual meeting, May 2023—for budget approval. The committees will decide for themselves on meeting places and schedules.

8. Finance Committee Chair Donovan said revenues are well ahead of budget projections and expenses are under budget. He cautioned that the Board should not over-react to this good news as post-pandemic environment is unknown. We need to continue prudent management of our resources. Seidman asked the committee to continue working with the financial managers to clarify the ESG (Environmental/Social/Governance) screening available to investors.

8. Walke reported that the Board Development committee has reorganized and Durham has agreed to serve as the Montpelier City representative. After self-examination, their goal will be to recruit strong and diverse new members. Groberg asked the Committee to come up with a fun non-Board event so members can actually get to know each other after the prolonged period of remote meetings.

9. Brennan said the library will participate in the July 3 parade and requested volunteers both to march and to participate in the “book cart drills”.

11. The next meeting will be Wednesday May 18 at 5 p.m. The meeting adjourned at 6 p.m.

Respectfully, Sarah Seidman, Secretary