

## Haston Library Trustee Meeting Minutes\* [DRAFT]

November 14th, 2024 @6pm  
Haston Library  
and on Zoom

**Call to order:** Meeting called to order at 6:04 by Deb Grennon after Zoom update.

**Agenda Amendments:** Added getting a count for the Select Board meeting next Wednesday.

**Attendance:** Deb Grennon, Corinna Stanley, Jeff Teitelbaum, Millie Richard, Brenna Sturtevant, Allison Franklin, Jen Raynak, and Library Director Josh Worman.

**Public Comments:**

**Review and Sign Warrants**

**Correspondence:** none

**Approval of Previous Meeting Minutes:** Moved by Jeff to accept the minutes as written. Seconded. No discussion. Carried unanimously.

**Treasurer's Report:** M Corinna to accept the report. Seconded. Millie learned that the odd line on last month's report has to do with how payroll is carried over between the library account and the town account, and is not abnormal. We are about halfway through the year. Carried unanimously.

**Library Director's Report:**

Josh felt really good about November overall. Numbers were up, and there has been great attendance at programs. There were huge numbers for Dinoman and Paranormal Investigators, and good numbers for the Ira Allen author talk.

The library hosted the Crossroads Photography opening reception.

Sierra deleted over 400 expired library cards, after which Josh renewed the GMLC apps (Overdrive). Deleting those cards will save a couple hundred dollars in user fees, as the fees are based on the number of users.

The Upper Valley library tour was great, even though it was a small group. They visited six libraries.

Additional details are available in the report.

## Committee Updates:

**Policy Committee:** The committee reviewed the Food Policy and Procedure for Paying Bills and recommended no changes. Both policies will be marked as “Reviewed” and uploaded to the website.

**Personnel:** *The personnel committee will review the hiring item (point 3 under Essential Duties) of the Director Job Description and propose an update at the next meeting.*

**FCS Book Cart:** Several people brought donations to the Pub. Jen dropped off 81 books with bookmarks at the FCS library on Tuesday. Brenna got the updated graphic (thanks Rob and Allison!) into the FCS newsletter, and will have a tub available at the concert tomorrow to collect additional donations.

## Old Business:

**Retirement/Pension Issue:** This has not been resolved. In the new plan which Franklin will use starting January 1st (VMERS), employees over 24 hours a week must be included in the plan. Josh would like the oversight to be fixed, but understands that it may not be made whole all at once. The total amount would be under \$9,000. Millie will continue to look into this. Lisa said there was no way to go back and put it in. The board looked at offering larger wage to make up some of the difference, but after discussion decided to ask that Josh’s contribution be bumped up temporarily to make up the shortfall. We will take a few weeks to gather information, then present it at the first 2025 Select Board Meeting, and ask them to come back to Library Board meeting with the “how”. The Budget Committee will meet on the 7th at 4:30 to prepare the numbers, and the full board is asked attend the SB meeting on the 8th to ask about how to remedy the situation.

**Budget for 2025-2026:** Lots of work being done on the budget. The fundraising number has been bumped up, but the ask from the town has grown from \$46K last year to \$61-\$67K this year. The large increase is once again due to the reduction in the carry-over. Many details were discussed. M Jen to present the Great Big Beautiful Budget, with higher numbers. Seconded. Allison had some great framing suggestions, as did Pete the Cat. Josh reminded the board that presenting a united front is important, and that the library is important. Carried unanimously.

**Polar Express 12/22/24:** Need four people total, from 3pm to 6pm. Deb can be there for some, Corinna can do an earlier shift if needed, and Josh, Sierra and Allison will be there the whole time.

## New Business:

**Board Member Recruitment:** Jen and Corinna will step off the board at the end of their terms in March. Keep an eye out for potential new board members.

**Fundraising Ideas for 2025:** Brenna and Allison have begun to put together a document with fundraising ideas and timelines. A few more ideas were tossed around, but the consensus is that we can find many more ways to raise funds. Allison talked about the Highgate Library's Craft Show fundraiser, and about co-producing events with the Rec Department.

**Other Business:** Deb will RSVP to Jordan for six adults and two kids for the Select Board meeting.

**Member Concerns:**

**Executive Session:** The board entered into Executive Session at 7:39pm to discuss personnel issues. Executive Session ended at 8:00pm.

M Millie SC unanimously to accept the Personnel Committee's Evaluation of the Library Director as amended.

M J board investigate creating an evaluation policy. SC Jen will send some examples to Josh to distribute to the board.

M Brenna S to adjourn.

Adjourned at 8:03pm.

Submitted by Jen Raynak

The next meeting will be January 9th, 2025, at 6pm in the library.

\*Minutes are not yet approved by all trustees, therefore this remains a draft until the next trustee meeting.