

**Vernon Free Library Board of Trustees
Regular Meeting Minutes
January 11, 2023**

MEMBERS PRESENT:

Cassie Sailsman, Chair
Doug Rosien, Vice-Chair
Kristin Bratton, Clerk
Julie Nevins, Secretary

STAFF:

Jean Carr, Library Director

GUESTS:

MEMBERS ABSENT:

REGULAR MEETING

Cassie Sailsman called the meeting to order at 5:40 pm.

CHAIR'S REMARKS:

No remark's.

OPEN MEETING—PUBLIC COMMENTS:

No public comments.

AGENDA ADDITIONS/CORRECTIONS:

Kristin Bratton moved to add the "Approval of Library Budget" to old business. Julie Nevins seconded. Carried 4-0.

APPROVAL OF MINUTES:

Change in formatting: bolded the motion to approve Library Director vacation pay.

A motion was made by Kristin Bratton to approve the minutes the regular December 14, 2022 meeting as corrected. Carried 3-0 and 1 recusal.

LIBRARY DIRECTOR'S REPORT:

- **FINANCIAL:**
 - FY 22/23 — Expenditure from tax appropriations are at 49.56% and we're 53.15% through the fiscal year.
 - 2022 ANNUAL APPEAL: Donations to date = \$6500
- **GIVING TREE:** Cash donations were received and deposited in the library's "Program" line item budget. Gift cards for local grocery store were purchased and distributed to needy Vernon residents.
- **SARA COFFEY** will be resuming her "Coffee with Coffey" meetings with the public in the lobby of the town Office Building. This is sponsored by the Library. The meetings will be Saturday from 10am to 11am, January 14, March 18 and May 13.

NEW BUSINESS

- **Welcome New Trustee**
 - Doug Rosien received new documents for trustees and access to a trustee email.
 - **Julie Nevins moved that meetings be held the second Wednesday of each month at 5:45 PM. Kristin Bratton seconded. Carried 4-0.**
 - **Kristin Bratton nominated Doug Rosien as Vice-Chair. Julie Nevins seconded. Carried 4-0.**

OLD BUSINESS

- **Trustee Report and Articles**
 - Julie Nevins will confirm that the Town Administrator has the 2022 trustee report and articles for the 2023 Town Meeting articles.
- **Approval of Library Budget**
 - The town salary survey has not yet been completed, and thus we do not have final numbers for the wages, nor a final number for the budget.
 - **Kristin Bratton moved to approve the Library Budget for FY 23/24. Wages may be changed after Selectboard receives recommendations from town Salary Survey. Julie Nevins seconded. Carried 4-0.**
- **Updates on Annual Appeal**
 - Some Vernon residents did not receive a postcard. We will follow-up with the printer postmaster to determine why not.
 - Julie Nevins will follow-up with the Town Treasurer about setting up online donations via the town website for the annual appeal. We will continue this discussion during the March 8, 2023 regular meeting.
- **Volunteer Appreciation Gifts**
 - Library staff and volunteers enjoyed their appreciation gifts.
- **Library Signs**
 - Tabled until March meeting.

ANNOUNCEMENTS/INFORMATION:

The next regular meeting of the Vernon Free Library Board of Trustees will be held Wednesday, February 8, 2023 at 5:45 p.m. This will be a hybrid meeting.

A motion was made by Julie Nevins to adjourn the meeting at 6:59 p.m. Seconded by Kristin Bratton. Carried 4-0.

Respectfully submitted,

Julie Nevins, Recording Secretary