

Johnson Public Library

P.O. Box 601

Johnson, VT 05656

Final Meeting Minutes for the Board of Trustee's Meeting

Date of Meeting: November 15th, 2023

Location: Mason Lodge (Temporary Johnson Public Library)

Time: 6:00 PM

Present: Trustees: Kelly Vandorn, Stacey Waterman, Jasmine Yuris, Jessica Bickford. Librarian: Jeanne Engel. Community: Sabrina Rossi

1. Call to Order – 5:59 PM – all were present
2. Adjustments or Additions to the Agenda: None.
3. Review and Approve Minutes from October 11th, 2023 Meeting: No changes. Jasmine motioned, Jessica seconded, all in favor.
4. Discussion of Board Positions, Elections – Kelly lead
 - a. Jess motioned to put Sabrina Rossi's name forward to the Selectboard as the candidate for the board vacancy, Stacey seconded, all in favor. Kelly will send to the town administration for the next agenda.
 - b. Members discussed positions on the board as there has been lots of motion on the board due to recent events. Jessica motioned to have the following positions occupied until the town meeting, Jasmine seconded, all in favor:
 - i. Chair: Kelly Vandorn
 - ii. Vice Chair: Jasmine Yuris
 - iii. Treasurer: Stacey Waterman
 - iv. Facilities: Jessica Bickford
 - v. Secretary: Sabrina Rossi (pending Selectboard approval)
5. Treasurer's report – Stacey
 - a. FY24 and FY25 Budget:
 - i. Jeanne and Stacey met with Tom Galiant. Town is asking for efforts for a 5% cut and to level budgets from all town boards and committees but does not include salaries. For budgeting purposes, should currently assume 3.2% salary increases, but may change.
 - ii. Jeanne and Stacey looked at the end of year FY 24 with 5% cut. Stacey presented to the board.

- iii. Kelly moved to accept the Budget, Jess seconded, all in favor.
 - b. Endowments
 - i. The library turns over 100% of dividends each year, therefore the endowments are not growing. Brainstorm from Stacey and Tom to apply endowments to a specific line item in the budget or projects and if there are remaining funds, to reinvest. Stacey has invited Neil from UBS to attend next meeting to discuss and provide advice.
 - c. Reserve fund
 - i. Many of the projects the library works on require saving over several years. Stacey discussed with Tom requesting a reserve fund and it was encouraged. Stacey will contact Tom and see how the library would go about moving forward with requesting a reserve fund year to year.
 - d. Donations specific to JPL from flooding will go to the library. Additionally, historical Society raised \$561 for Library during "Antique Road Show"
 - e. Reimbursement from Efficiency VT for insulation including a \$5000 rebate and \$4000 addition. These are not flood related, but the efforts for the insulation and such the library had worked on. Money sent to town clerk for future library use.
 - f. Jasmine moved to accept the Treasurer's report. Jess seconded. All in favor.
- 6. Librarian's Report – Jeanne
 - a. Brosseau Fuels was not contacted when the notice for bids went out for the town. Prior the library always used Brosseau Fuels. James Brosseau (owner) contacted the town to address, but it was already too late. Brosseau has been very good to the library and always delivered fuel as well and completed maintenance and cleaning on the library system. Jeanne tried to contact but has not heard back. She will try to contact again.
 - b. Johnson Jubilee: The library is participating on 12/9 from 4-6 pm and will have holiday crafts.
 - c. Programs are starting up at the library on Saturdays in December. More to come and can be advertised.
 - d. Yoga for Aging Bodies will be starting up at Jenna's Promise.
 - e. The Masons have been winterizing the building and they have been amazing.
 - f. Latterie's are coming to clean the library at the Mason Lodge.
 - g. Antique table and chairs were damaged in the flood with discoloration on the bottom few inches of each of the pieces. Jasmine will put an advertisement out on Front Porch Forum to see if anyone would be interested in refinishing these pieces. 6-8 chairs and the large table.
 - h. Stacey motioned to approve Librarian's report, Jasmine seconded, all in favor.
- 7. Facilities
 - a. Tom and Ron are working on rewriting the FEMA grants to repair the building. The library and town hall work are being combined to Kelly and Jeanne's understanding. As new Facilities officer, Jessica will reach out and see how

things are going, if library input is needed, and timeframes and process. Since the library is being impacted, would be helpful to board to have additional details and review.

- b. The Emergency Winterization has been rewarded and will be starting in December.
8. Website:
- a. A logo would be beneficial, particularly when the library reopens. Discussion on the logo was tabled until future meetings.
 - b. Sabrina (pending approval from Selectboard) will look at the website and update minor details.
9. Unfinished Business: none discussed.
10. Next meeting
- a. Some members cannot make the next regularly scheduled meeting. Discussion resulted in the board agreeing tentatively to meet Monday December 11th at 6pm.
11. Adjourn: Jess motioned to adjourn at 7:47, Jasmine seconded, all in favor

Next Regularly Scheduled Meeting: Tentatively December 11th, 2023, 6pm