

Johnson Public Library Board of Trustees
Meeting Minutes: November 18th, 2024

Present: Jeanne Engel, Jessica Bickford, Stacey Waterman, Kelly Vandorn, Jasmine Yuris, Sabrina Rossi

Date of Meeting: November 18th, 2024:

Location: Temporary Library Space in the Masonic Temple

Time: 5:30 pm

Agenda:

1. **Call to order:** 5:37 pm.
2. **Adjustments or Additions to the Agenda:** None
3. **Review and Approve minutes for the October 7th meeting.** Kelly motioned to approve minutes as written, Sabrina seconded, all board members in favor.
4. **Treasurer's Report – Stacey**
 - a. Proposed budget for FY 2026 handed out including current year estimated year end.
 - i. Language for “Tech Services” changed to “ Tech and Online Services” and accounts for Vokal, Biblio, Wix, GMLC-Libby, and tech services. Increased to more accurately reflect true cost of subscriptions/needs.
 - ii. Jasmine inquired about Building Maintenance and Building capital considering moving the library. Stacey noted that they include cleaning of the library, snow removal, general maintenance and that would need to occur regardless of building location.
 - iii. Sabrina motioned to approved proposed budget as discussed, Jasmine seconded, all in favor.
 - b. Stacey reminded Tom Galinat that the “Reserve Fund” line question needs to go into the Warning in the Town Report ahead of town meeting and then for the floor vote. Stacey will check back in on status, as it was discussed last year by Selectboard and to her understanding approved. If Kelly has an opportunity tonight at Selectboard she will inquire. Otherwise will ask Rosemary.
5. **Librarian's Report – Jeanne**
 - a. Awesome October community workshops. 275 people came to the workshops. It was very successful and the feed back was that some of the programming could continue throughout the year and something to think about for the future.
 - i. Paid for with VT Humanities Grant and National Endowment for the Humanities Grant
 - ii. Jeanne passed out spreadsheet print out with expenses for workshops.

- iii. Some not paid yet: Snowflake Bentley, Chimie, Modern Times, Ethan Tapper, etc.
 - iv. Totals currently \$15,647.09 (most of which would be covered just by the NEH grant. May have more flexibility for the additional funds leftover of \$9000.
 - v. Johnson Arts Groups – Barbara Backus – donation to Seniors for art group. Donation \$1000.00.
 - vi. Jeanne will inquire about VT Humanities Grant and see if can purchase items later. Explored ideas for use including landscaping, idea of audio visual equipment at new location, outside benches for new library, additional donations to spaces used for programming including United Church and Jenna's Promise.
- b. Will be open December during the Johnson Jubilee on 12/7 – Solstice Craft
 - c. Jessica motion to approve Librarian's report, Stacey seconded, all in favor.

6. Updates on Grant, RFPs, Grant Training

- a. Stacey, Jeanne, Kelly, and Tom watched VT Dept of Libraries presentation on grant. Do not have to be finished spending the money until December 2026. Additionally, after work is completed and vendors turn in bills, get reimbursement after 6 weeks. Because we will have big bills, we cannot float that, looking into Town line of credit to pay vendors and then grant reimbursed. Town is the recipient of the grant, not directly the library.
- b. Kelly will be at Selectboard meeting tonight, looking into inquiry regarding who will be the signatory on grant.
- c. RFQ – closing date (posted today 11/18/24) for Moving the Library posted on the website. Kelly asking if a Library Trustee can be on the Selection Committee.
- d. Kelly will also look into who will be a liaison for the library on the Select Board.
- e. Jeanne noted that Tom recommended we have a paper copy of action items and activity related to the project. Jeanne and Kelly will work on.

7. VLA Catastrophic Flooding Grant Update

- a. Email that JPL will be granted \$13,750 from Waterwheel Foundation. Submitted to furnish: rugs, young adult seating, children's seating, folding tables, folding chairs, partitions, 3 stainless steel rolling tables for food programs, computer carol, 8 stuffed chairs.

8. Next month's meeting date.

- a. Determined to keep next regularly scheduled for December (12/11/24).

9. Executive Session: 6:44 pm, ended 6:54 pm. Increased budget by \$50.00

10. Unfinished business – None.

11. Adjourn – Jessica motion to adjourn, Jasmine seconded, all in favor.

Next regularly scheduled meeting: December 11, 2024, 6 pm.