

Johnson Public Library Board of Trustees
Meeting Minutes: March 19, 2025

Present: Jeanne Engel (Library Director). Library trustees: Kelly Vandorn, Jasmine Yuris, Sabrina Rossi, Suzanne Dodge
Community Members: Morna Flaum, Sophie Beard (representing TNL committee for a few minutes).

Date of Meeting: March 19, 2025

Location: Temporary Library Space in the Masonic Lodge

Time: 6:00 pm

1. **Call to order:** 6:05 pm
2. **Adjustments or Additions to the Agenda:** Jasmine added Tuesday Night Live discussion. Sabrina added postponement of officer election.
3. **Review and Approve Minutes:** Review minutes from the February 12th meeting. Kelly moved to accept meeting minutes with no changes, Jasmine seconded, all in favor.
4. **Postponement of Officer Election**
 - a. Per Bylaws, officers are to be chosen at the first meeting held after town meeting day.
 - b. Sabrina moved to postpone until 5th member of board of trustees due to resignation of Stacey Waterman from the board of trustees. Jasmine seconded, all in favor. All trustees will remain in the positions they hold until a new board member is added.
5. **Treasurer's Report** – Stacey submitted her resignation letter, no trustee report.
 - a. Suzanne will work to meet with Stacey to better understand role of Treasurer.
6. **Librarian's report**
 - a. The Lamoille County Public Librarians and Vermont Public are hosting a free preview screening of a movie on April 6th at 1 pm titled "Free for All" at Bentley Hall, VT State University in Johnson. It is a movie about public librarians as quiet revolutionaries that created library institutions free to all, and they are endangered. It chronicles female librarians and the history of public libraries. Jeanne passed around the advertisement.
 - b. Land transfer from Lamoille North Supervisory Union complete! Board needs to write a Thank you card. Lydia Putvain arrived on short notice to notarize. Board will write thank you to Lydia as well.
 - c. Shelving at the college – 100 feet and 1-2 carrels. Jeanne requested extension of date, however need to be moved between April 7th – April 11th. Need to find a location to store the bookshelves. Kelly believes she has a solution (Tom Foley), as he let Kelly

- know that the library was more than welcome to store anything from the library for free. Right across from Jenna's promising goods. Jasmine noted that she has another location they may be able to use (barn – Dave Marvin, off Whitcomb Island Rd) as an alternative if that doesn't work out.
- d. Kelly moved to accept librarians report, Jasmine seconded, all board members in favor.

7. Introduction of new Trustee

- a. Suzanne Dodge – gave a brief introduction of background and interests. The board welcomed her!

8. Resignation and New Trustee Position

- a. Stacey submitted letter of resignation.
- b. To fill position, list of potential candidates created that have already applied as trustees or ran for trustees prior. Jeanne will send a notice and inquire if still interested, if so, set up interviews.
- c. Additionally, board will need to post of Front Porch Forum and let town know to advertise. Jasmine will write an advertisement. Will allow for one week for letters of interest and then interviews. With all going on, there is a need to fill the vacancy quickly.
- d. Sabrina and Kelly will interview candidates and put in proposal to board for appointment.

9. Library Moving, Plans, Committee Report and Updates

- a. Jeanne let the board know that once the library is moved, they will grade the lot and return to green space. Does the library want to have input into future use of the space?
 - i. Kelly reported tree board is moving the crab apple tree and attempt to locate new home. Cannot be left where is, as it will be destroyed/knocked over. Suzanne suggested arboretum. Kelly will let Sue know.
 - ii. Once building moved, will be taking down foundation
 - iii. In plan for library move there is fill dirt discussed to be brought it to get building off property, and then will be used to fill in basement.
 - iv. Kelly asked about houses behind the library. Yellow house is a FEMA buyout.
 - v. Currently the board didn't present or discuss ideas for green space but will consider.
- b. Inquiries – Jeanne is receiving many questions regarding the library and wanted to know how often board will give update on projects official from the board. Jasmine noted that she could feasibly do an update after Friday March 21st to the town in another Front Porch Forum Notice. Upcoming meetings being held:
 - i. 3/20 meet with Tom and Isabel re: event on day of move.
 - ii. 3/21 meet w/ architect with final drawings.

- c. Documentary: Jasmine talking to Elias Gillan (documentary about drone). Jeanne talked to Sam Jaspersen w/ photography and will also go over and take shots occasionally. With two experienced individuals, be able to document as much as possible since there may be activity going on in multiple locations at once. Jasmine talking to Elias Gillan re: stipend and one-time payment.
- d. Publicity: Suzanne asked about if the library had contacted someone like WCAX for publicity. Jeanne noted that she didn't recall if WCAX had been contacted, but there would be press present the day of. The upcoming 3/20/25 meeting is intended to address that as well as the day of activities, safety, crowds, parking, etc. as we anticipate a lot of people being present for this event.
- e. More on day of event meeting 3/20/25: Kelly explained that they are discussing what is happening the day of the move. They are hoping Tom has information regarding coordination with Lou from the moving company, line workers, regarding where people should be located for the move, etc. Tom also presented the idea of wood on windows for protection to be decorated. There is discussion about making into community events such as involving children. Jeanne noted that she is encouraging discussion of a banner on the front of the building on the day of the move with a motto or phrase. She encouraged the board to watch the movie Vanish showing the moving of the New Haven Train Station. It is an opportunity to create a sort of motto such as "Into the Future".
- f. 3/21/25 meeting will be the last meeting with the architects.
- g. Jasmine and Sabrina noted that the bricks from fireplace were dumped at new site. Don't know if they are salvageable. Jasmine will investigate more on this.
- h. Kelly asked about if stakes were put on new site. Board noted none were seen, and it was believed that some of the stakes would need to be in the middle of the current parking lot, therefore hasn't been marked off yet.
- i. Kelly and Jasmine discussed some final details regarding the new marking lot based on discussion with engineers, costs, angle of parking. Jasmine and Kelly made decision about direction of parking cars due to otherwise need to push building farther back on Legion field. Cars will face school for parking.
- j. Move is scheduled for April 26th
- k. Sabrina asked about other status updates on building, provided by Kelly and Jasmine:
 - i. Tom working with concrete. Discussion still on stone versus slab with a frost wall. Duct work and plumbing will be above, not below the building.
 - ii. After 3/21, catalyst to put out call for general contractor (GC) because finalized plans will be in place. GC will learn what Tom has been doing for coordination and take over. Jasmine knows that two builders are interested including Brian R. is going for GC. If Brian R. is chosen by the town as the GC, then Jasmine Yuris will recuse herself from all building commentary and decisions as part of the board if it is granted to him. Kelly noted that all decisions being made are going through a committee and ensure everyone communicated and information is available.

- iii. Suzanne noted that Noel was at selectboard meeting and heard that the Maple Tree across from temporary library was the only tree that was “in the way” and would have to be moved. Jasmine inquired if the owner had been notified of the possibility? Board agreed that confirmation needed and communication on the subject will be required, including informing the owner. Sue from tree board is talking to Lou. While we know how wide building is, currently unsure of how wide beams will be and more discussions on trees forthcoming.
- iv. Kelly presented list from architects of ongoing decisions to be made including:
 - 1. Color determinations for interior and exterior. Blend with area buildings such as school.
 - 2. Discussion on materials for porch (wood, concrete). Board leaned toward low maintenance for concrete. No railing, low enough to ground.
 - 3. Kelly talked to Paul on phone regarding bookshelves and wainscoting from the old library because he wants to look at it and see if can match to other parts of library. Jasmine will look at to see how it is faring after storage. Kelly will have Paul set a time with Jasmine to arrange.
 - 4. Light versus dark wood for shelving. Jeanne could see using wainscoting, but the shelving may need replacing after the damage and difficulty of use over the years.
 - 5. Light fixtures (continuity), must come down for the move.
- v. Discussion of funds. No final designs, but so far they haven’t received final numbers and Kelly will talk to Rosemary about total of current bills.

10. Tuesday Night Live – Sophie Berard

- a. Sophie visited the board meeting to give the library a courtesy notification that after meetings, their committee determined not do TNL on Legion Field to give as much space as needed in order to support library 100%.
- b. They will be reaching out to sponsors and vendors to let them know it will be a strange season and ask to support for the nights available. TNL determined wanted to be a walkable location, in village and settled on Old Mill Park. 1st field, a few nights. Each night will be a bigger event, double header (two bands).
- c. Library trustees thank for their flexibility.
- d. Sophie will act as liaison for TNL and touch base with Kelly as needed to connect.

11. Updates on Grant, RFPs

- a. Selectboard put out a RFP for Clerk of the Works and no one came forward. Off the table for now.
- b. Tom wants these two scheduled meetings done this week to get GC hired.
- c. Grant – Continue with process – no concerns with grant.

12. MOU Updates

- a. Per request from last meeting, Sabrina handed out copies of old MOU (3/2022). Consideration that an MOU may need to be regenerated in the future and can plan for preparation. Discussions that MOU could potentially be for more than one year to facilitate timing of maintenance and such. Sabrina will look into. Kelly noted that we need to simplify documentation. Don't need to update as this time and board agreed to table MOU conversation.

13. Shared Google Doc for Expenses

- a. Sabrina created shared Building Update from last meeting and sent to new board member.
- b. Kelly would like a new one for expenses and finances on building, but will talk to Rosemary first. Tom has gone above and beyond and working very hard on this project and all bills have currently gone to him. Need an ongoing document that is shared so library board knows where finances stand as well.

14. Unfinished Business

- a. Sabrina - Policies and Procedures (VT Libraries, children 12). Need to meet VT Dept of Libraries guidelines and received email from list serv. Sabrina will investigate and touch base with Kelly for next meeting agenda.
- b. Jasmine – questions if we had updates on need to record meetings (questions about equipment). We do not have the equipment at this time to do this, but Jeanne suggest town provide laptop and number for zoom meetings.
- c. Publicity (Morna and Charles, Johnson Renewal and Recreation Committee) – to attract visitors, attract vibe, Johnson going to grow. Morna offered is we could utilize her in any capacity, to let her know and just reach out! Thank you!

15. Adjourn 8:07

- a. Jasmine motioned to adjourn, Suzanne seconded, all board members in favor.

Next regularly scheduled meeting: Wednesday April 9, 2025