

Johnson Public Library Board of Trustees
Meeting Minutes: April 2, 2025

Present: Jeanne Engel (Library Director). Library trustees: Kelly Vandorn, Sabrina Rossi, Suzanne Dodge, Eric Schulz, Jasmine Yuris
Community Members: Adrienne Parker (Selectboard), Noel Dodge (Tree Warden)

Date of Meeting: April 2, 2025

Location: Temporary Library Space in the Masonic Lodge

Time: 6:00 pm

1. **Call to order:** 6:04 pm
2. **Adjustments or Additions to the Agenda:** Adrienne: open meeting law, Noel Dodge: tree concerns
3. **Tree Concerns – Information - Guest – Noel Dodge, Johnson Tree Warden**
 - a. Noel introduced himself as the Tree Warden for Johnson. He explained that essentially by statute all trees in public way are not allowed to be cut, harmed, removed without permission. Tree trimming, removal, etc. require a public notice for 15 days, hearing within 10 days, and opportunity for public to make case regarding concerns and the Selectboard makes decision. It is a public process and applies to healthy trees only, not diseased trees.
 - b. Noel wanted to provide a quick update on what is being done regarding the trees along the path of the library move. Noel walked with Tom and identified 7 trees that will be affected.
 - i. The maple across the street does not require notice as it is out of the line of authority but will still be in the way for the library move. It will need to be removed, and Jasmine discussed with Eda. The tree board will help with labor, picking, etc. but not paying for a new tree.
 - ii. Marked each tree that is proposed to need attention with 2 stripes and put notice out.
 - c. Noel wanted to ask one primary question – The trees along main street are pruned and cared for each year. They may be able to trim a few branches but wondered if with the plywood over glass on the building, would the trustees be inclined to allow the branches to drag across the brick building and wood covers? Eric asked if someone would be present to monitor and trim if necessary at time of move? Noel had inquired and was told that no one will be available to trim the branches as the building is taken down the street due to safety concerns. Additionally, Noel is technically the only one to trim or has to designate. Noel will have trees trimmed prior where branches are obviously going to be a problem or in the way. Board agreed that the branches could slide down the brick.

- d. Other trees of concern: Crab apple at library - Tree board has a plan to move April 15th, will dig up, trailer over to the arboretum, and replant. Boxelder across the street from the library: Not in great shape and is the only other tree on Railroad St of concern.
- e. Board appreciated clearing up some concerns regarding trees. Noel just wanted the board to have a better understanding and he left the meeting.

4. Review and approve minutes from the March 19th meeting:

Jasmine noted that 8C needed corrected grammar. Remove name of Dan Martin. Kelly moved to accept meeting minutes with changes, Suzanne seconded, all board members in favor.

5. Treasurer's Report

- a. Suzanne met with Stacey Waterman and has files and information for computer.
- b. Meeting with Rosemary and Stacey to get on the bank to update and change signatures.
- c. Kelly noted that a lot of names on the UBS account, need to change once officer accepted as well.

6. Librarian's Report

- a. Nothing much to address beyond current discussions of building.
- b. However, did note there have been cuts to IMLS funding by current administration. Some of the funding cut covers half of courier service for the Johnson Library for inter library loan. The grant offers about \$650 per year (half of our budget for ILL).
 - i. Additional major cuts to libraries were on the way including cut that will affect VT Department of Libraries including to the ABLE Library (Audio, Braille, Large Print, and Electronic Books) – materials accessibility for hearing impaired, visually impaired, and more.
 - ii. Laid off 70 librarians at IMLS.
 - iii. May have money for next fiscal year, so may receive the \$650 this year, but likely will not be available the following year.
- c. Library trustees should get on the Listserv for more information. Kelly explained to go to the VT Department of libraries webpage and there is a contact to sign up for Trustees listserv and receive updates.

7. Introduction of New Trustee – welcome - Eric Schulz

8. Election of Officers

- a. Officer elections were postponed from 3/19/25 meeting because of vacancies. Discussion on necessity to nominate and agree on officers for the following year. Kelly willing to continue as chair, Sabrina willing to continue as secretary, Jasmine willing to continue as vice chair. Nominations proceeded:
 - i. Sabrina nominated Kelly as Chair, Jasmine seconded, all in favor.

- ii. Jasmine nominated Jasmine for vice-chair, Suzanne seconded, all in favor.
- iii. Kelly nominated Sabrina as secretary, Jasmine seconded, all in favor.
- iv. Jasmine nominated Suzanne as Treasuere, Kelly seconded, all in favor.
- v. Kelly nominated Eric to be facility direction, Suzanne seconded, all in favor.
- b. Sabrina will update the website.

9. Adrienne – Open Meeting Law

- a. Adrienne went to VT League of Cities and Towns training and wanted to bring this back to the attention of the town. A law was passed requiring Selectboards and non-advisory board requirement to record meetings, can be just audio, and needs be uploaded somewhere to the public (town website/YouTube, library website, wherever). Library Trustees fall under the non-advisory category and need to be recording meetings for sure. The recording does not have to be live.
- b. Adrienne knows Library Board does meetings at the library location but is working for the municipal building to have a permanent set up where boards can go, hit record, and load to town YouTube channel. This would be available to multiple groups and is offering that Library Trustees can utilize that space. It isn't ready yet but is being proposed.
- c. Kelly knows from experience that it is hard to hear on live meetings and quality of recording is often difficult without appropriate equipment. Adrienne expressed that meetings at the municipal building would have the equipment to rectify some of that. The board noted they prefer to be in the library space with some brief discussion regarding schedules, environment, conflicting times.
- d. Adrienne noted that the offer was out there for consideration and the board thanked her for coming.
- e. Sabrina did a quick search for recording devices and noted if only audio, they are relatively inexpensive. Suzanne identified she had one of the options and would bring to next meeting to try.
- f. Jasmine thanked Adrienne for giving a clear message about this topic.

10. Library Move Committee Report

- a. Have been meeting with the architects and continue to formalize plans
- b. The foundation has been dug!
- c. April 7th and 8th Jasmine will be in Johnson Elementary School painting the boards for the windows and the banner for the front of the building with the students. Jenn Lindorff and Meagan De Clerk will be helping
- d. Moving shelving donated from the college to Tom Foley's storage area on April 11th
- e. The move time has been shifted - route 15 can only be closed from 3AM to 6AM, so the building is expected to be on School Street by 9AM.
- f. Looking like a 12pm event on the 26th, but will be finalized after Friday walk-through with the movers.
- g. Talked about providing donuts for the movers, lines workers, and volunteers.

- h. Jasmine and Adrienne have been working to solidify shirt details: Adrienne will order 200 shirts (designed by Adreinne and Blake), and Suzanne will look into setting up a Venmo account to library checking account, so people can preorder shirts and easily purchase them day-of the move.
- i. Adrienne also offered to help give the website a bit of a “face-lift”, as well as help us in our fundraising efforts. We will potentially use the site “Give Butter” to create a fundraiser that can be accessed from our website and the QR code on all the posters for the event. More to come on this.
- j. Parking for the event will be at the college, and we are hopeful the college will provide a shuttle service down to Legion Field
- k. The TNL committee has offered to help organize the sound equipment and help set up the band for the event
- l. The oven committee will be selling pizza slices from the oven

11. **Shared Google Doc** -The Shared Google Doc’s intention was to be a living document updating trustees of new developments that unfold with the move. It was agreed that we are trying the best we can in the tight timeline we have been given, and no one has felt that they have had time to update it. We are unanimously confident that the Library move committee’s decision making reflects the well-intentions of the board as a whole, and having two board meetings in April will also help streamline communication and keep Trustees up to date.

12. **Next Meeting Date** - It was decided that the next Trustee meeting will be Wednesday, April 16th at 6:00 at the temporary Library location.

13. **Unfinished Business** – None

14. **Adjourn** - Jasmine made a motion to adjourn at 7:50 and Kelly seconded. All were in favor.

Next regularly scheduled meeting: 5/14/2025, 6:00 pm