

Hartland Public Library

Board of Trustees

**Approved Minutes**

153 US Route 5 Hartland, VT

Wednesday, February 15, 2024 6:15 pm

- I. Meeting was called to order at 6:22pm. Present at the meeting were Rita Boynton, Chris Drain, Dana Jacobson-Goodhue, Meredith Liben, Becka Warren and Traci Joy, director.
  - A. Corrections and additions to the Agenda - there were none.
  - B. January 2024 BOT meeting minutes were approved with no corrections.
  
- II. C. Public Comment - there was no public present.
  
- III. Financial Report - We are tracking at about 54% of our budget 59% of the way through the fiscal year.
  
- IV. Library Director's Report - Traci spent a lot of time submitting data to the state for the annual report. Annual appeal donations to the library are still coming in. Policies around OneCard and Hartland library cards are still under consideration. The Board appreciates the inclusion of the other staff's reports and remarks within the Director's Report.
  
- V. Old Business
  - A. Building Updates - Key code lock overview, capital grant updates.
  - B. Strategic planning Committee - We continue to form the planning committee. We expect to nominate committee members at the March board meeting.
  - C. Succession Planning - Rita is concluding her tenure on the Board. She has been an awesome presence and Board member.
  
- VI. New Business
  - A. Becka Warren moved and Rita Boynton seconded that we enter Executive Session. The motion was passed unanimously. The Board entered Executive Session at 7:30pm because we are discussing confidential matters, and after making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage (Title 1, Section 313(a) of the Vermont Statutes). The board exited the executive session at 7:56pm. No action is being taken at this time.

B. Staff Development Day - The next Staff Development Day is scheduled for Wednesday, March 13th. Meredith Liben moved that we authorize the closing of the library for staff development. Chris Drain seconded. The motion was passed unanimously.

VII. Adjourn - Becka Warren moved and Rita Boynton seconded. The motion was passed unanimously.