

Hartland Public Library  
Board of Trustees  
**Unapproved Minutes**  
153 US Route 5, Hartland, VT  
Tuesday, April 16, 2024  
6:15 pm | In person

- I. Trustees' Meeting called to Order at 6:17. Individuals present include: Traci Joy, Director, Becka Warren, Tina Skehan, Chris Drain and Dana Jacobson-Goodhue and Meredith Liben, Board.
  - A. Introductions - Meredith Liben and Tina Skehan introduced themselves to each other.
- II. Corrections and additions to the Agenda: some items were updated as noted on the revised Agenda.
  - B. Approve minutes: March 19, 2024 BOT meeting minutes were approved with the one correction of Tina Skehan's name (one "e"). Change was made. Tina Skehan moved and Dana Jacobson Goodhue seconded. Passed unanimously. Meredith Liben abstained.
  - C. Public Comment - there was no public present.
- III. Financial Report - The library is under budget. The library will purchase much-needed items before the end of the fiscal year.
- IV. Library Director's Report - the Board read the library director and staff report and found it thorough and informative.
- V. Old Business
  - A. Capital Grant Q & A - there are no updates. Application has been completed and submitted.
  - B. Library card policy research findings - we discussed the need to change card policy. The research from other Vermont libraries was examined for comparables. Traci will discuss the different options with staff and we will revisit this during next month's meeting.
  - C. Removed April 16: Library policy manual review (update) - not ready to discuss.
- VI. New Business
  - A. Strategic planning update - finding a joint time to meet with the committee has been a challenge. There has not yet been a first meeting.
  - B. Added April 16: Vacation Day Policy - the Town has added Juneteenth to the list of approved Town holidays. Dana moved that we add Juneteenth to the list of days the library staff has off. Chris seconded. The motion was passed unanimously.
  - C. Added April 16: Executive Session - Because we are discussing confidential personnel matters, Meredith Liben moved and Dana Jacobson-Goodhue seconded that we go into

executive session for discussion under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes. The motion was passed unanimously and the board entered executive session 7:39. The board exited the executive session at 7:56. No action is being taken at this time.

- VII. Becca moved that the meeting be adjourned at 8:02. Dana seconded. The motion was passed unanimously.