

Hartland Public Library
Board of Trustees
MEETING MINUTES
153 US Route 5, Hartland, VT
Tuesday, August 27, 2024
6:15 pm | In person

- I. Trustees' Meeting called to Order at 6:17. Present at the meeting were Traci Joy, Director, and Tina Skehan, Becka Warren, Chris Drain and Dana Jacobson-Goodhue and Meredith Liben, Board. The meeting is being recorded and will be available once the minutes have been approved. This means there will be a lag between meetings and posting to comply with the provisions of Act 133.
- II.
 - A. Corrections and additions to the Agenda -
 - B. Approve Prior Minutes - Dana moved to accept, Meredith seconded. Corrections to the minutes were that Dana is inputting raw survey data. There were also formatting corrections. Four board members voted to pass the minutes with corrections and Tina abstained since she was not present at the meeting.
 - C. Public Comment - there is no public present.
- III. Financial Report - we are tracking at or slightly under budget for the year.
- IV. Library Report - The ADA compliant water fountain continues to be a challenge because of the overlapping bathroom heating unit. It is a work in process. The report was wonderful to read and the summer reading program and wrap-up party was awesome.
- V. New Business
 - A. Review Draft of Budget - there was some discussion about the copier and whether or not we could reduce costs or renegotiate the existing VTel bill to see if we can save costs here. Most of the projected budget increase is fixed cost of living increases, health insurance and FICA.
 - B. Executive Session - because we are discussing specific employee personnel matters, Dana moved and Becka seconded that we go into executive session to discuss the compensation package of a public officer or employee under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes.
We came out of the executive session at 7:33.

Becka moved that we re-enter executive session and Tina seconded. The motion passed unanimously. We entered executive session at 7:36 to discuss the

compensation package of a public officer or employee under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes.

We exited the executive session at 7:42.

- C. Meredith moved that we close the library for Staff Development Day Wednesday, Oct. 23rd and Tina seconded. There is going to be pizza for the staff. The motion was passed unanimously.
- D. The October board meeting date conflicts with the library closed date for Indigenous Peoples' Day. The board meeting will be moved to October 8th.

VI. Old Business

- A. Strategic Planning process - we have gotten more survey responses from recent outreach, but we'd like to get more.
- B. Review Draft Card Policy - Draft card policy is still under review.

VI. Adjourn - Meredith moves to adjourn and Becka seconded. The motion was passed unanimously and the meeting was adjourned at 8:25.