

Hartland Public Library  
Board of Trustees  
**APPROVED** Minutes  
153 US Route 5, Hartland, VT  
Wednesday, January 21, 2026  
6:15 p.m. - In person

- I. **Library Board of Trustees' Meeting called to Order** at 6:22 p.m. by Meredith Liben, Chair. Present at the meeting were: Tina Skehan, Harriet Dumas and Meredith Liben, Board Members, Friends of the Library members Toni Vendetti and Hatsy McGraw, and Traci Joy, Director. Board Members Chris Drain and Kathleen Cross participated via Zoom.
  - A. **Corrections and additions to the Meeting Agenda** - The discussion with Friends of the Library was moved up in the agenda to happen before the Library Report
  - B. **Approve Prior Meeting Minutes** - Harriet moved, Tina seconded and by unanimous vote the November minutes were approved without changes.
  - C. **Public Comment** - None
  
- II. **Library Report and Financial Report** (Traci)

Traci reviewed library programs from the last two months as well as upcoming programs, highlighting the success of the Teatime Book Club. The library fire alarm system was tested today. The library budget is currently at 50.92% expended for the current fiscal year (target 50%). The Friends of the Library recently submitted a check to continue the Mango foreign language program for another year. The recent annual appeal raised \$4900 after expenses. Traci would like assistance from the Board of Trustees in future years to manage recording and donation thank yous.
  
- III. **Old Business** - None
  
- IV. **New Business**
  - A. **Welcome Friends of the library; discuss collaboration and plans for 2026**

Discussion evolved over potential restructuring changes to the annual 4th of July Book Sale: having donations received directly into the Community Room, finding

new places for unbought books to go and spreading responsibilities for the sale operations to more people. Tina volunteered to represent the Board of Trustees in further joint discussions with the Friends. It was agreed that having Friends of the Library representatives attend Board of Trustees meetings 1 or 2 times a year would be beneficial.

**B. Discuss Hartland Town Employee complaint letter; respond to chair's draft**

A recent letter from Town of Hartland employees complained about uneven working conditions between Hartland Public Library employees and other Town of Hartland staff. Areas of concern were holidays, paid lunch, snow days and Staff Development Days. The selectboard sent a letter to the Board of Trustees requesting that we unify the Hartland Public Library Personnel Policy with the Town of Hartland's policy. Currently library employees are required to sign both Hartland Public Library and Town of Hartland policies. The Board of Trustees jointly made some edits to a letter of response to the Selectboard that was drafted by the Chair.

**C. Start review of Staff Personnel Policy Manual - tabled to a future date to be determined**

**V. Continuing Business**

**A. Status and discussion of Memorandum of Understanding (MOU) between Hartland Public Library and the Town of Hartland**

Traci, Meredith and Tina reported that there have been productive mediation meetings between the Town Manager, Selectboard representatives and Hartland Public Library representatives. An MOU has been drafted by the Town Attorney. A meeting is scheduled on Thursday January 22 for further discussion amongst the parties. Traci and the Town Manager will schedule regular collaborative meetings as part of the implementation of the MOU.

**B. Updates on basement flooding, water supply and pressure tank issues**

The pressure tank in the basement will be replaced on Monday 1/26/26.

**VI Adjourn - Meredith moved, Tina seconded; by unanimous vote adjournment was at 7:38 p.m.**