Hartland Public Library

Board of Trustees

UNAPPROVED MINUTES

153 US Route 5, Hartland, VT

Wednesday, August 19, 2026

6:15 p.m.

This meeting was conducted In person with a Zoom option

I. **Library Board of Trustees' Meeting called to Order** by Meredith Liben, Chair at 6:17 p.m. Present in person at the meeting were Meredith Liben, Tina Skehan, Kathleen Cross, Alison Marchione and Harriet Dumas, Board members, Traci Joy, HPL Director, John Broker-Campbell, Hartland Town Manager, Martin Dole, Hartland Finance Administrator, and Toni Vendetti, Martha McGlinn and Prue Merton representing The Friends of the Hartland Public Library.

A. **Corrections and additions to the Meeting Agenda** - Additional agenda items: **Friends of the Hartland Public Library discussion and update** - Toni Vendetti will be stepping down as President of the Friends but will continue coordinating Friends' activities until Tina Skehan takes over leading the Friends and overseeing their 501(c)(3) status once she leaves the HPL Board of Trustees in March 2027. The Board expressed its appreciation to Toni for her many years of service.

Finance conversation with Martin Dole - Martin discussed how revenues, expenses, donations and grants are organized and managed according to governmental statute. It was agreed that HPL would request guidance in writing from funders and donors regarding time periods and other stipulations with grant and donation funds going forward. That will give the Finance Department a record of how to record funds accurately.

B. **Approve Prior Meeting Minutes** - June's Board Meeting Minutes were approved, with minor name spelling revisions. Tina moved, Alison seconded and the motion to approve passed with 4 votes in favor and one abstention (due to absence from the June Board meeting).

C. **Public Comment** - None

II. **Library Report and Financial Report** (Traci)

Highlights from Traci's detailed written report:

- 193 Summer Reading Program participants
- New Youth Services Librarian overview
- MOU updates
- OneCard Reciprocal Borrowing pilot program overview
- Migration Project description
- Budget is at 6.68% expended for the fiscal year (Target: 8.83%)
- Excitement about regular monthly potluck and Bingo programming

III. **Old Business** - None

IV. **New Business**

A. **Vote on Staff Development Day closure for Tuesday, October 6**

Harriet moved, Tina seconded and by unanimous vote the Board approved the closure.

B. **Welcome to new Youth Services Librarian**

The Board welcomed Rebecca Searles who has been with us for 4 weeks.

C. **Plan Annual Appeal**

Tina and Alison will again spearhead this project, with Alison and Traci helping with drafting.

D.**Resolve FY2026 budget deficit**

Tina moved, Meredith seconded to use the library general fund to pay for the $2,807.08 deficit. After discussion when Tina cautioned against trimming future proposed budgets too much, the motion passed unanimously.

E. **Initiate budgeting process for FY2028**

A draft budget is due to the Finance Office by 9/11/26. Traci, Kathleen and Meredith will review Traci's proposal. Martin reported a projected 3.84% COLA and a Green Mountain Healthcare approved 6.2% increase in MVP Health Insurance premiums.

F. **MOU Process Update**

The selectboard representatives and the Town Manager will meet on 8/21/26. All parties agree that it would be helpful to include the mediator previously used when the HPL representatives meet with the Town of Hartland representatives to finalize the Memorandum of Understanding. HPL representatives will explain edits at that full group meeting. The proposed MOU should provide clarity to all parties. Given the fluidity of the HPL Board and the Town of Hartland Selectboard members from term to term, it will be good to have a solid Memorandum of Understanding based on Vermont Library law and local conditions in Hartland.

G. **Hartland Selectboard Letter Discussion**

Meredith asked for thoughts about the content and possible response to a letter recently sent to her by Phil Hobbie and read aloud at the Hartland Selectboard meeting. After discussion, the HPL Board agreed our focus should be on finalizing our MOU to build trust and relationship, and that no response to the letter would be appropriate.

V. **Executive Session -** (1 V.S.A. § 313 to discuss a confidential personnel matter)
Harriet moved, Tina seconded and by unanimous vote the Board entered Executive Session at 7:30 p.m. The Executive session ended at 7:45 p.m. Following Executive Session Meredith moved, Alison seconded, and by unanimous vote the Board supported Library staff's right to pursue the option for FMLA as laid out in the HPL Personnel Manual.

VI. **Adjourn**
Meredith moved, Alison seconded and by unanimous vote the meeting was adjourned at 7:46 p.m. The next scheduled Board meeting is Wednesday, September 16. 2026.