



GEORGIA VERMONT

Georgia Public Library Trustee Meeting Wednesday, May 20, 2026 at 5:00 PM Georgia Public Library Community Room Minutes

Zoom Details:

<https://us06web.zoom.us/j/9961520576?omn=83663938677>

Meeting ID: 996 152 0576

Dial by your Location: 1 309 205 3325 (Chicago)

1. CALL TO ORDER 5:00PM

BOARD OF TRUSTEES PRESENT

Vice Chair Sarah Savich, Secretary Kollene Caspers, Treasurer Therese Cleveland, Member at Large Heather Dunsmore

STAFF PRESENT

Bridget Stone

PUBLIC PRESENT

Kellie Bosenberg, Natasha Halverson (via Zoom)

2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- T. Cleveland requested the Executive Session be moved to later in the meeting to accommodate Bridget Stone's schedule.
- The Trustees agreed to move 7 A-C, Library Director's Report up in the Agenda to #3. All in favor.

3. LIBRARY DIRECTOR REPORT

A. Personnel

- Megan Jamison will return this summer for a substitute position at the standard sub rate. Megan will not have regular recurring hours but will fill in as needed. Welcome back Megan!
- B. Stone went over the staff schedule and duties list she had provided the Trustees and answered clarifying questions. Mindy Grange's work agreement had expired in March, the library director will prepare a new work agreement for the Board to approve at the next regular meeting.

B. Facilities

- Project WorkSAFE will come to the library in the next few weeks for inspection as they review all of the Town buildings.
- Staff identified discolored water in the toilets, but not in other areas. Questioned if it was a well issue. Chevallier will be at the library tomorrow (5/21/26) for a routine water check.
- The Veteran's board was moved to the Historical Society. Many thanks to the Town highway crew for their help.

C. Programming

- There is a crochet class for beginners on June 3rd from 6 to 7pm. Registration is half full and we anticipate a full class.

4. **PUBLIC COMMENT (For items not on agenda)**

- N. Halverson requested the Executive Session be moved to the end of the meeting so the public could participate in the meeting.
- K. Caspers explained there was a Trustee absent from the last meeting's Executive Session and it was necessary to catch them up before moving on to Board business. The Board assured the public the meeting would continue via Zoom once the Executive Session concluded.

5. **PROPOSED EXECUTIVE SESSION (pursuant to 1 V.S.A sec 313 - requires majority vote)**

Vice Chair Savich would entertain a motion to enter into executive session to discuss evaluation and/or discipline of municipal employees which premature disclosure or discussion may be detrimental to the board in itself and/or individuals involved.

Motion made by K. Caspers, Seconded by H. Dunsmore

Voting Yea: S. Savich, K. Caspers, T. Cleveland, H. Dunsmore

Vice Chair Savich moved that we enter into executive session to discuss with Selectboard Chair Kellie Bosenberg under the provisions of Title 1, Section 313(a)(3) & (4) of the Vermont Statutes at 5:12pm. Seconded by K. Caspers.

Voting Yea: S. Savich, K. Caspers, T. Cleveland, H. Dunsmore

Motion to exit from Executive Session at 6:50PM

Motion made by T. Cleveland. Seconded by K. Caspers

Voting Yea: S. Savich, K. Caspers, T. Cleveland, H. Dunsmore

No action taken out of executive session. Trustee Special Meetings will take place May 26, 2026 at 5pm and June 4, 2026 at 7:30pm.

6. **APPROVAL OF MINUTES**

A. Georgia Public Library Trustee Regular Meeting Minutes April 15, 2026, April 22, 2026; and May 6, 2026.

Motion to approve meeting minutes from April 15, 2026; April 22, 2026; and May 6, 2026 as written.

Motion made by H. Dunsmore, Seconded by T. Cleveland.

Voting Yea: S. Savich, K. Caspers, T. Cleveland, H. Dunsmore

D. Georgia Public Library Trustee Special Meeting Minutes May 14, 2026

Motion to approve minutes as written.

Motion made by H. Dunsmore, Seconded by K. Caspers

Voting Yea: S. Savich, K. Caspers, H. Dunsmore

Voting Abstaining: T. Cleveland

7. TREASURER REPORT

A. Financial Report

- T. Cleveland provided the Trustees with handouts for her Treasurer's report.

B. Grant Update

- The Summer Programming Grant was signed.

8. NEW BUSINESS

A. ADA Renovation Scope of Work - Action to Approve

Motion to approve the ADA renovation architect/engineering bill in the amount of \$15,488.

Motion made by K. Caspers, Seconded by H. Dunsmore

- This bill will push the amount of the architectural study past \$30,000 of the budgeted \$50,000. The new scope of work for the renovation project is estimated close to \$26,000, which will put us over budget.
- T. Cleveland will attend the Selectboard meeting on Monday to ask if the extra funds will be covered by the Town or out of the library's budget.

Voting Yea: S. Savich, K. Caspers, T. Cleveland, H. Dunsmore

Motion to approve the ADA renovation scope of work.

Motion made by K. Caspers, Seconded by H. Dunsmore

Voting Yea: S. Savich, K. Caspers, T. Cleveland, H. Dunsmore

B. Library / Library Director Hours - Discussion / Action

Current GPL Hours of Operation: Sun/Mon: Closed, Tues: 10am-6pm, Wed: 10am-8pm, Thurs: 10am-6pm, Fri: 10am-5pm (closed 12-1pm for staff meeting), Sat: 9am-2pm

- K. Caspers passed out a report giving Trustees the GPL hours from 2015-present. Together with the staff schedule and duties list provided by B. Stone during her library director's report, and additional handouts in favor of adding Monday hours to the GPL operating hours, the Trustees will review and revisit this at the next regular meeting.
- N. Halverson explained that Fridays were very busy at the GPL because there is "Storytime with Bev" in the morning.

C. Library Board of Trustees - Open Seat

- S. Savich explained to the public that there is an open seat on the GPL Board of Trustees. The public notice will go out tomorrow (5/21/26) and letters of interest will be accepted until 6/3/26 for anyone interested in applying for the appointment. The Trustees will hold a special meeting on 6/4/26 to discuss the candidates who apply.

D. GPL Personnel Policy - Action to Approve

Motion to approve the Personnel Policy as presented.

Motion made by H. Dunsmore, Seconded by K. Caspers

- The Trustees discussed whether or not the library's hours of operation should be in the policy. It was decided the hours posted on the website and online were sufficient. Also, the Personnel Policy will not have to change every time the library changes operating hours.

Voting Yea: S. Savich, K. Caspers, T. Cleveland, H. Dunsmore

E. Security Camera Policy - Discussion Only

- The Trustees examined both the Town of Georgia's Video Surveillance policy and the model Security Camera policy provide by the Vermont Department of Libraries.

- Questions on the differences between the policies arose, as well as differences in current practices, such as the cameras pointing into the library director's office. K. Caspers stated questions could be posed to the Trustee list serve provide by the Vermont Department of Libraries.
- This policy was tabled for discussion at the next regular meeting.

9. OLD BUSINESS

A. Library Director Job Description Updates

- Tabled for the next regular Trustee meeting. The Trustees have been able to go through the Library Director job description individually to make suggested updates.

10. OTHER BUSINESS

A. No updates to committees.

11. PLAN NEXT MEETING: JUNE 17, 2026

Trustee Special Meeting: May 26, 2026

Trustee Special Meeting: June 4, 2026

Trustee Regular Meeting: June 17, 2026

12. ADJOURN

Motion to adjourn at 7:48PM

Motion made by T. Cleveland. All in favor.

Posted to the Town website, four designated places within the Town of Georgia (Georgia Public Library, Georgia Elementary & Middle School, Maplefields & Georgia Market).

Signed: Kollene Caspers, Trustee Secretary

Phone: 802-524-4643 | Website: townofgeorgia.com