

Georgia Public Library
1697 Ethan Allen Highway
Georgia, Vermont 05454
(802) 524-4643
www.georgiapubliclibraryvt.org
gplvt@yahoo.com



Library Trustees
Craig Volatile-Wood, Chair
Deb Mann, Vice Chair
Kollene Caspers, Secretary
Terry Cleveland, Treasurer
Nicole Jamison, Trustee

Georgia Public Library Trustee Meeting
Wednesday, March 19, 2025 4:45pm
Location: Georgia Public Library
MINUTES

Trustees Present: Kollene Caspers, Terry Cleveland, Nicole Jamison, Deb Mann & Craig Volatile-Wood
Staff Present: Bridget Stone
Guests Present: Raymond Mann

1. Call to order: 4:46pm
2. Introduction & Goals
 - Trustees and Library Director each gave a short introduction, shared goals for the year as well as shared their favorite book(s).
3. Nomination and election of Library Trustee Chair
 - T. Cleveland nominates C. Volatile-Wood for Chair. K. Caspers nominates D. Mann for Chair. C. Volatile-Wood appointed chair with votes from T. Cleveland, N. Jamison and C. Volatile-Wood.
4. Nomination and election of Library Trustee Vice Chair, Secretary and Treasurer
 - T. Cleveland nominates K. Caspers for Vice Chair. K. Caspers declines the nomination. K. Caspers nominates D. Mann for Vice Chair. D. Mann appointed Vice Chair. All in Favor.
 - D. Mann nominates K. Caspers for Secretary, All in Favor.
 - N. Jamison nominates T. Cleveland for Treasurer, All in Favor.
5. Sign Conflict of Interest and Ethics Policy and Social Media Policy
6. Additions, Deletions, or changes to the Agenda
 - Discussion on GPL Trustee Meeting recordings on the Town of Georgia website. The minutes and recordings must be posted to the GPL website according to Open Meeting Laws. Recordings are still needed from the Town server. S. Katon asked LCATV to record the Library Trustee Meetings. We will have to submit a schedule of meetings to LCATV and they will let us know when they can record. B. Stone started audio recording of the meeting at 5:20pm.
7. Review the Roles & Responsibilities of Trustee and Director
8. Approve the minutes
 - **2/21/2025 Library Trustee Meeting Minutes** Approved with changes to minutes language regarding grant applied, not procured; GPL budget reminder for line-item reconsideration; language on a destroyed library book; adding electrical outlets to GPL; and deleted discussion language surrounding the closing of GPL during inclement weather days. T, Cleveland made the motion, D. Mann seconded. K. Caspers, T. Cleveland and D. Mann in favor. N. Jamison and C. Volatile-Wood abstained.
9. Library Director's Report
 - B. Stone requested Trustee approval for GPL staff to attend the VLA Conference on May 19, 2025. Expenses will be approximately \$500, excluding mileage. Training funds are currently in the budget. Trustees approved the training.
 - B. Stone requested to promote advocacy outreach regarding federal funding cuts, and how they may affect libraries through the Institute for Museum and Library Services (IMLS). This may affect GPL's courier service, summer reading programming, large print offerings, other online opportunities, etc. Trustees approved GPL advocacy outreach.

- B. Stone requested Trustee approval to approach the Selectboard to approve the application for two grants. T. Cleveland made the motion to approve. C. Volatile-Wood seconded. All in favor.
- The Vermont Department of Libraries is hosting an online Trustee Spring Training on Friday, March 28 from 11:00 a.m. to 12 noon. All Trustees are encouraged to participate if available.
- No updates as to the electrical additions, the Town is waiting to receive the third company's bid for work. GPL Trustee members are on the March 24, 2025 Selectboard Meeting Agenda to discuss this work.

10. Old Business

- (a) Appreciation Potluck: Rescheduling the event on April 9, 2025. The Trustees will choose a later date at the next meeting. N. Jamison volunteered to be point of contact for the event.
- (b) Policy Update: K. Caspers explained the need for policy updates due to Act 150 and yearly policy review per the GPL Bylaws. A more in-depth explanation is planned for the April Trustee meeting. C. Volatile-Wood appointed K. Caspers and D. Mann to the Policy Committee to continue their work with B. Stone on updating the policies. Discussion on updating the Mission Statement of the library along with policy updates.
- (c) T. Cleveland provided a GPL 2025 Operating Budget and 2025-2030 Capital Budget handout.

11. Executive Session (if needed)

12. Plan Next Meeting:

- Wednesday, April 16, 2025 at 4:45pm at the Georgia Public Library. Agenda items will include the overview of Trustee's meeting with the Selectboard on March 24, 2025; Treasurer's Report/ GPL Budget discussion; overview of policies update from the policy committee, and new date for Appreciation Potluck.

13. Adjourn

- K. Caspers made a motion to adjourn at 6:30 p.m. N. Jamison seconded. All in favor.