



# GEORGIA VERMONT

## Georgia Public Library Trustee Meeting Wednesday, March 18, 2026 at 5:00 PM Georgia Public Library Community Room Minutes

All Georgia Public Library Trustee Meetings are recorded and can be viewed in full:  
<https://www.georgiapubliclibraryvt.org/library-board-of-trustee-meeting-recordings.html>

### 1. CALL TO ORDER 5:04PM

#### TRUSTEES PRESENT

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

#### STAFF PRESENT

Library Director Bridget Stone

#### PUBLIC PRESENT

Kellie Bosenberg, Heather Grimm, Leonard Richer, Owen Richer, Gabe Webb, Debbie Mann (via Zoom), Natasha Halverson (via Zoom)

#### PUBLIC COMMENT (For items not on agenda)

Eagle Scout Candidate Owen Richer and members of Georgia Boy Scout Troop 42 were present to discuss possible Eagle Scout projects at the library. A follow up meeting will be organized for May with O. Richer and the Scouts.

### 2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

### 3. APPROVAL OF MINUTES

#### A. Georgia Public Library Trustee Regular Meeting Minutes: February 18, 2026

Motion to approve the minutes with minor change.

Motion made by Secretary Caspers, Seconded by Vice Chair Savich

Voting Yea: Vice Chair Savich, Secretary Caspers, Treasurer Cleveland, Member at Large Dunsmore

Voting Abstaining: Chair Chiappinelli

#### B. Georgia Public Library Trustee Special Meeting Minutes: March 10, 2026

Motion to approve minutes with correction to Trustee names, edits to Safety Discussion language and edits to Town Personnel Policy language.

Motion made by Treasurer Cleveland, Seconded by Vice Chair Savich

Voting Yea: Chair Chiappinelli, Vice Chair Savich, Secretary Caspers, Treasurer Cleveland, Member at Large Dunsmore

#### **4. TREASURER REPORT 5:58PM**

##### **A. Grant Update**

- Treasurer T. Cleveland, Library Director Bridget Stone and Town Treasurer Lori Hobart had a meeting with United Way regarding the Substance Misuse Prevention Grant.
- The grant scope and budget was narrowed by \$17,590 due to a problem with getting contractors for the program and the staff shortage.
- T. Cleveland explained this occurred between meetings of the two boards, which is why there was not Board input. Money not spent will be allocated to other agencies.
- T. Cleveland provided a handout detailing the grant adjustments.

##### **B. 2026 Budget**

- T. Cleveland provided two handouts with budget scenarios.
- The Trustees discussed grant and impact fund allocations; as well as adjusting library operating hours and staff.
- A Special Budget Trustee Meeting will be held on Wednesday March 25th at 5pm to continue discussion.

#### **5. LIBRARY DIRECTOR REPORT 6:47PM**

##### **A. Personnel/Staffing**

- Welcome new staff member Sarah to the Georgia Public Library!
- Library Director B. Stone is interested in the HR process at the Town of Georgia. Requested the library form an HR committee to advocate to the Town.

##### **B. Facilities**

- B. Stone has voiced many concerns with the cleaning company to the Town Administrator and requested how these complaints were being tracked. This is another area an HR committee could address.

##### **C. Programming**

- Many thanks to Library Assistant Mindy who has put a lot of effort into Crafternoons, which has been very well attended. This program will be turned over to Sarah, who has a background in the arts.

#### **6. NEW BUSINESS 6:57PM**

##### **A. HUD Grant Approval and Support Letter**

- Trustees discussed the letter of support and had questions on the language in the letter.
- Secretary K. Caspers will make the suggested changes to the letter and will be brought back to the Board at the next meeting.

##### **B. Committee Appointments**

i. Building Revitalization Committee - Vice Chair Savich and Treasurer Cleveland

ii. Policy Committee - Secretary Caspers and Member at Large Dunsmore

iii. Other committees:

- Safety Committee - Vice Chair Savich and Treasurer Cleveland

- HR Committee: Chair Chiappinelli and Secretary Caspers

##### **C. Background Checks**

- B. Stone reported that all GPL staff members and volunteers but one have undergone the background checks. The results on the last will potentially be available by the end of the week.
- She reported there are no concerns with any of the background checks.
- There was discussion on the background check results being held at the Town offices, the Personnel Policy Addendum language for background checks, and the security of the results of the background checks.

D. Cleaning Company

- Discussion was had on hiring a new cleaning company for the library. The Town will allocate \$520/month for library cleaning. Any additional funds for cleaning will come out of the library's budget.
- H. Dunsmore will take on the task of reaching out to cleaning companies for availability and price. She will work with B. Stone on the scope of work needed as well as scheduling.

**7. OLD BUSINESS 7:30PM**

A. Safety Discussion

- The newly appointed Safety Committee will meet to discuss safety concerns and bring the discussion and recommendations back to the Board.

B. Policies:

i. Social Media Policy –

- Discussion is tabled for the next regular meeting so the Trustees can study and compare the Library Social Media Policy and the Town Social Media Policy. The Policy committee will investigate questions surrounding the two policies.

ii. Personnel Policy-

- The GPL Trustees agreed to follow the Town's Personnel Policy in a letter to the Selectboard last year.
- B. Stone questioned whether the policy could be changed for the library. Any changes would have to be requested to the Selectboard.
- The Policy Committee will find out if the Trustees need to submit a letter to the Selectboard to opt into the Personnel Policy now with the new board, or a year from when the letter was first signed.

iii. Ethics Policy –

- Training is required for all newly elected Board members of non-advisory boards, which includes GPL Trustees.
- K. Caspers said she would send the link out to all Trustees to complete the training.

C. Revitalization Committee Update

- T. Cleveland reported the Committee will next meet March 19 at 4:30pm at the library.

D. Memorandum of Understanding with the Town of Georgia

- K. Caspers included the MOU in the packet for the new Trustees to be aware of the language. This document is currently at the Town's attorney and Trustees will have an opportunity to review and revise any changes to the MOU made by the attorney before signature.

E. Staff Job Descriptions

- Discussion was had on whether library job descriptions should be in the library policies. Currently the job descriptions listed in the policies and on the website are outdated.
- The Policies Committee can meet to propose changes to the policy for Board approval.
- B. Stone will provide an updated job description to the Trustees for review.

## 8. OTHER BUSINESS

### PLAN NEXT MEETING

March 25, 2026, 5:00PM in the Georgia Public Library Community Room

April 15, 2026, 5:00PM in the Georgia Public Library Community Room

## 9. PROPOSED EXECUTIVE SESSION (pursuant to 1 V.S.A sec 313 - requires two-thirds vote)

### A. Personnel

Chair Chiappinelli would entertain a motion to enter into executive session to discuss Personnel which premature disclosure or discussion may be detrimental to the board in itself and/or individuals involved.

Motion to Move into Executive Session at 7:55pm

Motion made by Secretary Caspers, Seconded by Treasurer Cleveland

Voting Yea: Chair Chiappinelli, Vice Chair Savich, Secretary Caspers, Treasurer Cleveland, Member at Large Dunsmore

Motion to enter into executive session to discuss Personnel with Library Director B. Stone under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes.

Motion made by Secretary Caspers, Seconded by Treasurer Cleveland

Voting Yea: Chair Chiappinelli, Vice Chair Savich, Secretary Caspers, Treasurer Cleveland, Member at Large Dunsmore

Motion to exit from Executive Session at 8:18pm

Motion made by Chair Chiappinelli, Seconded by Treasurer Cleveland

Voting Yea: Chair Chiappinelli, Vice Chair Savich, Secretary Caspers, Treasurer Cleveland, Member at Large Dunsmore

**No action taken following Executive Session.**

## 10. ADJOURN

Motion to adjourn at 8:19PM

Motion made by Treasurer Cleveland, Seconded by Vice Chair Savich.

Voting Yea: Chair Chiappinelli, Vice Chair Savich, Secretary Caspers, Treasurer Cleveland, Member at Large Dunsmore

**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**

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