



# GEORGIA VERMONT

## Georgia Public Library Trustee Meeting Wednesday, September 16, 2026 at 6:30 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 6:37PM

#### TRUSTEES PRESENT

Secretary Kollene Caspers, Chair Heather Dunsmore, Treasurer Julia Harvey, Member at Large Deborah Mann

#### TRUSTEES ABSENT

Vice Chair Sarah Savich

#### PUBLIC PRESENT

Natasha Halverson (via Zoom)

### 2. PLEDGE OF ALLEGIANCE

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

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

- K. Caspers requested the addition of an Executive Session for the discussion of Personnel to the Agenda.
- K. Caspers requested the addition of Committee Appointments to the Agenda (8G).

### 5. APPROVAL OF MINUTES

- A. Georgia Public Library Trustee Meeting Minutes August 19, 2026  
Motion to approve minutes as written.  
Motion made by K. Caspers, Seconded by J. Harvey  
Voting Yea: Chair Dunsmore, K. Caspers, J. Harvey, D. Mann

## **6. TREASURER REPORT**

### **A. Budget Report**

- J. Harvey presented a budget document which gave the library's year-to-date expenses as well as other revenue. The Trustees discussed end-of-year expenses for online/electric services, as well as other potential expenses before the end of the year.
- Upcoming expenses from the operating budget will include the painting project, technology upgrades and other routine library expenses.

### **B. Grants Update**

- M. Grange will be submitting the information to VTDOL to close out the courier grant before October 31, 2026.

## **7. LIBRARY OPERATIONS REPORT**

### **A. August/September Update on Programs, Facilities, Personnel**

- M. Grange provided a handout for the Trustees with library updates following the last regular board meeting. Highlights include collection updates with audiobook removal from circulation; well-attended programming; interviews for new Junior Librarians; and updates to the library's interior and technology.

## **8. NEW BUSINESS**

### **A. Friends of the Library Memorandum of Understanding Draft**

- N. Halverson was in attendance via Zoom to answer Trustee questions about the Memorandum of Understanding between the GPL and the Community Friends of the Georgia Public Library.
- Edits to the document include adding the Library Board of Trustees as members of the GPL together with the Library Director; including "*to the best of their abilities*" when the library agrees to provide the friends with staff support assistance; omitting the library providing storage space for book sales; and including the library trustees who can request accurate financial records from the Friends group.

### **B. GPL Capital Improvements- Painting & Floors - Action to Approve**

- M. Grange and the Trustees discussed the estimates for painting the interior library.

Motion to approve Triple P Painting to paint the library at a maximum cost of \$4,500.

Motion made by J. Harvey, Seconded by K. Caspers.

Voting Yea: Chair Dunsmore, K. Caspers, J. Harvey, D. Mann

- M. Grange and the Trustees discussed the estimate for floor stripping and waxing

Motion to approve Above Par for stripping and waxing the library floors at a cost of \$3,238.25

Motion made by K. Caspers, Seconded by D. Mann

Voting Yea: Chair Dunsmore, K. Caspers, J. Harvey, D. Mann

- The Trustees will gather a team to prepare the library for painting on Friday at 4pm. The library will be open throughout the painting project. Scheduling for the floors to be stripped and waxed will be after the painting is completed.

### **C. Adding Hoopla Back to GPL Digital Services**

- M. Grange met with a Hoopla representative to discuss options to add the services back to GPL. Instant read/watch/listen services with 7-10 borrows per patron per month with an initial deposit of \$2,000 was recommended given the size of the library and number of patrons. "Bonus borrows" are available around the holidays, with the opportunity to initiate price-capping or price-caps for items/borrowers as needed.

Motion to approve adding Hoopla back to GPL digital services at the initial cost of \$2,000 starting October 2026.

Motion made by K. Caspers, Seconded by J. Harvey

Voting Yea: Chair Dunsmore, K. Caspers, J. Harvey, D. Mann

D. Staff Trainings - CPR/ Deescalation

- No updates. The Town Administrator is organizing the trainings for all Town staff members. Tabled for the next regular meeting.

E. Holiday Hours Discussion

- The Town's Personnel Policy was updated in August to clarify holidays: holidays falling on a Saturday will be observed the preceding Friday unless Saturday is a regularly scheduled workday (which affects library hours).
- With Christmas and New Years on a Friday this year, library staff who are regularly scheduled on the preceding Thursdays will get half the day off paid, as well as all day on Friday. If the library wishes to close the Saturday after both holidays, it would be unpaid.
- M. Grange will reach out to all library staff members to gauge interest before any decisions are made to close the library. Tabled for the next meeting.

F. Policy Update Discussion

- The Trustees and library staff will read through policies and Bylaws to suggest changes and updates as necessary at the next regular meeting. K. Caspers said she will send the most recent copies of Bylaws and Policies to Trustees and the Library Director.

G. Committee Appointments

- K. Caspers referred to the March 18, 2026 Library Board of Trustee meeting minutes regarding committee appointments, at the time the following were installed:
  - i. Building Revitalization Committee – S. Savich and T. Cleveland
  - ii. Policy Committee – K. Caspers and H. Dunsmore
  - iii. Safety Committee – S. Savich and T. Cleveland
  - iv. HR Committee – B. Chiappinelli and K. Caspers
- Given the turnover, the Trustees agreed to reorganize the committees at the next regular Trustee meeting. The following committees will be available:
  - i. Building Revitalization Committee
  - ii. Policy Committee
  - iii. HR Committee
  - iv. Budget Committee

**9. OLD BUSINESS**

A. Fall Fest Recap

- GPL staff, Trustees and participants celebrated the nation's 250th birthday by making patriotic buttons. 8 community members also signed up or renewed their library cards. So many visitors came to the table, the library will definitely participate in Fall Fest again next year!

B. GPL Revitalization Update

- No updates for any work planned for parking lot or new entrance.

**10. PLAN NEXT MEETING**

October 21, 2026

- Tabled items include staff trainings, holiday hours, committee appointments and policy updates.

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

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

Motion to enter into Executive Session made by K. Caspers, Seconded by J. Harvey

Voting Yea: Chair Dunsmore. K. Caspers, J. Harvey, D. Mann

Chair Dunsmore moves that we enter into executive session to discuss Personnel with the Trustees and M. Grange under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes at 8:55PM. Seconded by K. Caspers.

Voting Yea: Chair Dunsmore. K. Caspers, J. Harvey, D. Mann

Motion to exit from Executive Session at 9:43PM made by K. Caspers, Seconded by J. Harvey

Voting Yea: Chair Dunsmore. K. Caspers, J. Harvey, D. Mann

## **Action out of Executive Session:**

Motion to approve the hire of Macy S. and Amelia F. for six-month Junior Librarianship staff positions at GPL to start September 29, 2026.

Motion made by K. Caspers, Seconded by J. Harvey

Voting Yea: Chair Dunsmore. K. Caspers, J. Harvey, D. Mann

# **12. ADJOURN**

Motion to adjourn at 9:44PM

Motion made by K. Caspers, Seconded by D. Mann

Voting Yea: Chair Dunsmore, K. Caspers J. Harvey, D. Mann

**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](http://townofgeorgia.com)**