



GEORGIA VERMONT

Georgia Public Library Trustee Meeting

Wednesday, August 19, 2026 at 6:00 PM

Georgia Public Library Community Room

Agenda

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**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT (For items not on agenda)**
4. **ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**
5. **APPROVAL OF MINUTES**
 - A. GPLT Meeting Minutes June 17, 2026 (tabled from 7/22/26 meeting)
 - B. Georgia Public Library Trustee Meeting Minutes July 22, 2026
6. **TREASURER REPORT**
 - A. Budget Report
 - B. Grants Update
 - C. 2025-2030 Capital Funds Discussion
7. **LIBRARY OPERATIONS REPORT**
 - A. Programs
 - B. Personnel
 - C. Facilities
8. **NEW BUSINESS**
 - A. Girl Scout Gold Project
 - B. Friends of the Library Update
 - C. Digital Services - Biblio+, Hoopla, etc. Discussion
 - D. GPL Hours Extension - Schedule Discussion

E. Discussion on Placement of the Old Copier

F. Board of Trustee Vacancy

9. OLD BUSINESS

A. GCEC Fall Fest Collaboration for the 250th Celebration

B. ADA Renovation Update

10. PLAN NEXT MEETING

September 16, 2026

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

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

I move that we enter into executive session to discuss _____ with (state names of attendees) under the provisions of Title 1, Section 313(a)(1) of the Vermont Statutes. (State Time.)

A. Personnel

12. ADJOURN

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



GEORGIA VERMONT

Georgia Public Library Regular Trustee Meeting Wednesday, June 17, 2026 at 6:30 PM Georgia Public Library Community Room and Via Zoom 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

LIBRARY BOARD OF TRUSTEES PPRESENT

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

STAFF PRESENT

Mindy Grange, Megan Jamison

PUBLIC PRESENT

Natasha Halverson (via Zoom)

2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

K. Caspers requested to move the Executive Session to the end of the meeting; to add the library director vacancy to Board Business 9D and Schedule to Board Business 9E. All in favor.

PUBLIC COMMENT (For items not on agenda)

- Christina Beck was present with an update to the Georgia Public Library Friends of the Library organization. The Friends group are working toward nonprofit status, after which they will be coordinating with the library on fundraising and other projects. They have also spent the last few weeks supporting the Summer Reading Program and will be participating in Friday's kick-off. The Friends group has also collaborated with area businesses to provide prizes for the Summer Reading Program.
- The next meeting of the Friends of the Library will be on July 27th. All are encouraged to attend. More information on the Friends group, meeting minutes and bylaws are available at the GPL circulation desk.

- Natasha Halverson spoke on the Summer Reading Program, where participants are able to create their own summer reading goals this year giving everyone participating in the program the opportunity to feel successful. An adult Summer Reading Program is also in the works. Prizes have been secured from area businesses for all the readers.

3. ELECTION OF CHAIR

Motion to nominate Heather Dunsmore as the Georgia Public Library Board of Directors Chair.

Motion made by K. Caspers, Seconded by S. Savich

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

- S. Savich will stay on as Vice Chair. K. Caspers will stay on as Secretary. T. Cleveland will stay on as Treasurer and J. Harvey accepted the position of Member at Large.

4. APPROVAL OF MINUTES

A. Georgia Public Library Trustee Regular Meeting Minutes: May 20, 2026

Motion to approve the minutes as written.

Motion made by T. Cleveland, Seconded by S. Savich

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

B. Georgia Public Library Trustee Special Meeting Minutes: May 26, 2026

Motion to approve minutes as written.

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

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

C. Georgia Public Library Trustee Special Meeting Minutes: June 4, 2026

Motion to approve minutes as written.

Motion made by K. Caspers, Seconded by S. Savich

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

5. TREASURER REPORT

A. Grant Update

- T. Cleveland provided the Trustees with an update on the grants. All of the expenses were completed for the United Way Grant. All of the books were ordered, overall we were under budget for books but over budget for background checks.
- T. Cleveland announced she will be resigning from the Library Board of Trustees in early June. K. Caspers will assist with the United Way grant narrative.
- Some purchases have been made for the NCSS grant. Many of the purchases include supplies, children's craft supplies. There is also interest in children's programming, if available.
- The Courier Grant was \$727 as of May, so we're \$47 over budget for this grant. T. Cleveland will touch base with the Town treasurer about this.

B. Budget Report

- T. Cleveland provided the Trustees a report on expenses from January to May, 2026. T. Cleveland answered Trustee questions on expenses. Background checks and replacing the copier were discussed. J. Harvey volunteered to research pricing on a new copier.

6. LIBRARY DIRECTOR REPORT

A. Programming

- Mindy Grange gave an update on programming. The Summer Reading Program starts this Friday with a kick-off party.

B. Personnel

- The Trustees wanted to recognize and thank Bridget Stone for her many years of service to the Georgia Public Library.
- Mindy, Sarah and Alba remain as staff for the GPL. Megan will be joining in for part of the summer, along with Autumn who has offered to fill in as needed. M. Grange provided handouts for the Trustees and library coverage for open hours was discussed. Cataloging services for the new books purchased with grant monies will be needed over the next few months. While current staff can accommodate much of the cataloging, contracting the services of a librarian was discussed in the interim of the hiring process.

C. Facilities

- K. Caspers gave an update on the WorkSAFE visit from Town Administrator Doug Bergstrom, who was unable to make the meeting. The WorkSAFE representatives stated the following:
 - The tile is fine, but they are recommending the floor be waxed, stripped and sealed. Castors were discussed for moving the bookcases.
 - The furnace room should house only the furnace, no other storage is permissible in the furnace room.
 - A new SDS binder will be installed in the library.
 - The coat rack has already been removed for easy access to the AED machine.
 - The sink in the back room is leaking, it is recommended to repair or remove the sink.

7. NEW BUSINESS

A. GCEC Request for Collaboration with GPL for 250th Celebration

- The Georgia Public Library is invited to participate in the USA 250th celebration, including activities leading up to and at the Town of Georgia Fall Fest to recognize the event on September 12, 2026.

B. Bereavement Leave

- Bereavement leave was granted to an hourly employee consistent with the Town of Georgia Personnel Policy.

C. Library Director Processes and Adjustments to Vacation Accrual

- Time off as a salaried employee with the Town of Georgia was followed. Procedural process as roles of Trustees was discussed. Chair Dunsmore will follow up with the Town offices for guidance to report at the next regular meeting.

D. Library Director Vacancy

- Library Director B. Stone resigned 6/12/2026 effective immediately. M. Grange has stepped up to take over the daily operations of the GPL. The Trustees expressed their sincerest gratitude for her devotion to the library, attention to detail and her leadership.
- The library will be staffed this summer for the summer reading program and all activities. While the GPL will strive to open all regular hours, the Trustees apologize to the public for any inconveniences to future change of times or closures due to staffing changes.

8. OLD BUSINESS

A. ADA Renovation Scope of Work

- K. Caspers relayed the following from Town Administrator D. Bergstrom-
- The Trustees were given a visual aid to examine a proposed glass vestibule is to be installed in the front of the building that will be ADA assessable. The outer door will be removed to incorporate the vestibule, but the inner door will remain with an assessable button to open the door. The entrance will face west, removing some landscaping along the side of the building to incorporate the sidewalk and allow for the installation of the new book drop. Three (3) new parking spots will be installed for handicapped parking.

B. Library/ Library Director Hours

- See 8(A) for library personnel discussion.

PLAN NEXT MEETING

July 22, 2026

9. 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 which premature disclosure or discussion may be detrimental to the board in itself and/or individuals involved.

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 9:30pm.

Motion to enter into Executive Session made by K. Caspers, Seconded by S. Savich

Voting Yea: Chair Dunsmore. S. Savich, K. Caspers, T. Cleveland, J. Harvey

Motion to exit from Executive Session at 9:44pm made by K. Caspers, Seconded by T. Cleveland

Voting Yea: Chair Dunsmore. S. Savich, K. Caspers, T. Cleveland, J. Harvey

Action out of executive session:

Motion to approve M. Grange new work agreement to run from June 18, 2026 until Town Meeting Day 2027 for 25 hours per week work in the Georgia Public Library for \$23/hr.

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

Voting Yea: Chair Dunsmore. S. Savich, K. Caspers, T. Cleveland, J. Harvey

10. ADJOURN

Motion to adjourn at 9:46PM

Motion made by K. Caspers, Chair Dunsmore.

Voting Yea: Chair Dunsmore. S. Savich, K. Caspers, T. Cleveland, J. Harvey

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

DRAFT



GEORGIA VERMONT

Georgia Public Library Trustee Meeting Wednesday, July 22, 2026 at 6:00 PM Town Office Chris Letourneau Meeting Room and via Zoom 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 6:00PM

TRUSTEES PRESENT

Chair Heather Dunsmore, Vice Chair Sarah Savich, Secretary Kollene Caspers, Julia Harvey

GPL STAFF PRESENT

Mindy Grange

OTHERS PRESENT

Doug Bergstrom, Georgia Town Administrator; Lori Hobart, Georgia Town Treasurer; Natasha Halverson (via Zoom)

2. PUBLIC COMMENT (For items not on agenda)

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- Chair Dunsmore requested the additions of the following: Saint Albans Messenger Request (7G), Girl Scout project Request (7H), and Donations - copies & keeping track (7I).
- S. Savich requested the addition of librarian plaque (7J)
- D. Bergstrom requested the addition of Personnel Policy changes (7K).

4. APPROVAL OF MINUTES

A. Georgia Public Library Trustee Regular Meeting Minutes June 17, 2026

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

- S. Savich said she was not able to view the packet prior to the meeting

K. Caspers rescinded the motion.

Motion to move the approval of the June 17, 2026 meeting minutes to the August 19, 2026 meeting.

Motion made by K. Caspers, seconded by S. Savich. All in favor.

- B. Georgia Public Library Trustee Special Meeting Minutes June 30, 2026
 Motion to approve the minutes as written.
 Motion made by K. Caspers, seconded by J. Harvey
 Yea: Chair Dunsmore, K. Caspers, J. Harvey
 Abstain: S. Savich

5. TREASURER REPORT

A. Budget Report

- Former GPL Treasurer T. Cleveland provided June 2026 budget.
- The Trustees went through the line items for discussion and clarification.
- L. Hobart will be working with J. Harvey on library treasury duties, including monthly budget, invoices and reconciling the petty cash.
- A committee will be formed in the fall to prepare GPL's 2027-2028 18-month budget, which will include updating the library's capital budget.

B. Grants Update

- United Way Grant: T. Cleveland submitted the final grant expenses to the United Way. K. Caspers submitted the final grant narrative. Of the \$36,000 grant monies awarded to the GPL, only \$5,551.08 was spent on staff and volunteer background checks and books. The library did not conduct the Substance Use Prevention programming as contracted and relinquished the remainder of the funding. This closes out the United Way grant.
- Summer Reading Program Grant: There is still \$350 to be used before the completion of the SRP on August 14th.
- NCSS: \$578.38 was spent in June, completing grant funding from the year 2025/2026. This \$1,000 grant for programming, crafts and other non-book purchases was renewed in June 2026 for 2026/2027.
- Courier Grant: \$720.52 was used in April, May and June.

C. 2025-2030 Capital Budget

- T. Cleveland provided capital budget information. The Trustees will look this over and revisit capital improvements at the next meeting. A budget committee will be formed in the Fall to work on the 18-month budget and capital fund expenses.

6. LIBRARY DIRECTOR REPORT

A. Programs

- The Summer Reading Program has been well attended, many staying longer than in years past. The raffles have been successful. This year, raffle items included those for both children and adults, including books, gift cards and area experiences.
- The GPL recognizes and gives appreciation to the Friends of the Library who have organized the prizes and have helped with the summer reading programming.

B. Personnel

- M. Grange gave an update on the library's staff coverage. The library has had adequate staff coverage while some staff have been out, which has allowed it to be open all regular hours.
- Welcome back to Autumn, who has returned to GPL and will be taking on more hours in the future.

- And welcome back to Megan, who will be sharing time with patrons and friends before they leave back to school in August.
- We also recognize Quinn, who has been a long-time sub at the library and has spent more time helping out at the library.
- We appreciate and thank all staff and volunteers!

C. Facilities:

- Quotes are still being gathered for the ADA renovation. D. Bergstrom explained the potential new glass vestibule entrance, with sidewalk work along the building, installing the new drop box, and extensive driveway and parking lot repair.
- The library's IT was recently assessed with Buchard Home and Office. They will be coming back to redo the entire system.
- The Town is upgrading their website, and GPL will have the option of joining the Town's website with its own independent page.
- Future plans for the library include interior painting and researching a new circulation desk that will allow for two staff members to assist patrons. Currently, the library's circulation desk only seats one.
- A new SDS binder was installed, as well as a new state employment poster installed.
- Electricians are on the calendar to update electrical outlets to comply with the recent WorkSAFE recommendations.

7. NEW BUSINESS

A. GCEC Fall Fest Collaboration for 250th Celebration

- GPL will be participating in Georgia's Fall Fest 250th celebration with a table for a patriotic craft and to help patrons sign up for library cards.

B. Patron Request for Memorial Garden

- Due to renovations for ADA compliance in the near future, this project can only be completed in front of the library. The Trustees approved of a memorial garden in honor of Dawn Wimble that will be maintained by the family. K. Caspers will reach out and let the family know.
- M. Grange said seating is also needed. J. Harvey's brother makes Adirondak chairs and maybe this is something the Friends of the Library group can help with.

C. Biblio+ Subscription Renewal

- GPL's Biblio+ Annual contract will be renewed automatically on 9/1/26. The fee for renewal will be \$548.12. Biblio+ is a service that offers free television and movies to cardholders.
- This will be tabled for the next meeting while M. Grange can get data on how well-used the service was in the past year.
- There was a discussion on bringing Hoopla back to the GPL. S. Savich will research costs and subscription service information and bring it to the Trustees' next regular meeting.

D. Petty Cash Reconciliation

- L. Hobart did not know petty cash existed at the library. Cash is needed for change for copies and book replacement costs. J. Harvey will meet with L. Hobart to count and consolidate the petty cash drawer.

E. Board of Trustee Vacancy

- The GPL Board of Trustees will put forth the request to advertise the vacancy for the Selectboard's approval at the next regular meeting. Applicants will have until August 14th at 4pm to send letters of interest to the Town Clerk.

F. Library Director Vacancy and GPL Staffing

- The Trustees will discuss the library director vacancy once the vacant Trustee chair has been filled.
- M. Grange gave a staffing report for the Board, the library has been fully staffed and has not had to close. Many thanks to all staff and volunteers for their time and understanding.

G. Saint Albans Messenger Article

- A reporter from the SAM requested someone from the library to interview on the history of the library in recognition of GPL's 130th birthday. K. Caspers will reach out to former Trustee and Historical Society member Craig Volatile-Wood to see if he is available to meet. GPL staff will take photos of the 130th party event in case the reporter is unable to make the event.

H. Girl Scout Project Request

- In an email sent to the library, a Girl Scout is working on her Gold Award project and is hoping to install a play area near the pavilion at the Library. H. Dunsmore will reach out to invite her to present her ideas at the next Regular Trustee meeting.

I. Donations

- L. Hobart will keep a separate log of donations, some of which are expressly intended for Summer Reading program or to pay for JJ pizza prizes. All future donations will go through the Friends of the Library organization.

J. Librarian Plaque

- Bridget Stone's name will be added to the Past Librarian plaque in the library community room. J. Harvey will find the company who made the plaque and will have a card engraved.

K. Personnel Policy

- The Town of Georgia is proposing changes to its Personnel Policy, including recognizing all federal holidays. There will also be changes to the language to recognize the library's hours during holidays.

8. OLD BUSINESS

A. ADA Renovation Updates - See the facilities report (6.C.)

9. OTHER BUSINESS

10. PLAN NEXT MEETING: August 19, 2026

- Trustee vacancy, Capital Budget, Biblio+ subscription and ADA renovation will be revisited. Girl Scout Gold project, if available.

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

A. Personnel

Chair Dunsmore 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 enter into Executive Session made by K. Caspers, Seconded by J. Harvey

Voting Yea: Chair Dunsmore. S. Savich, K. Caspers, J. Harvey

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 8:11pm. Seconded by K. Caspers.

Voting Yea: Chair Dunsmore. S. Savich, K. Caspers, J. Harvey

Motion to exit from Executive Session at 10:01 pm made by K. Caspers, Seconded by J. Harvey

Voting Yea: Chair Dunsmore. S. Savich, K. Caspers, J. Harvey

Action out of executive session:

Motion to increase Patricia Duncan's hourly wage to \$17/hour.

Motion made by K. Caspers, Seconded by S. Savich

Voting Yea: Chair Dunsmore. S. Savich, K. Caspers, J. Harvey

12. ADJOURN

Motion to adjourn at 10:03PM

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

General Ledger Description		Account Notes	2026 Budget	YTD 2026	Variance
1-6-00-20-00.91	Library Revenue	non-resident cards, copies, donations	200.00	1,631.75	1,431.75
1-7-05-70 LIBRARY					
1-7-05-70-10.00	Library Salaries		119,464	31,564	(87,900)
1-7-05-70-10.01	Library Wages	hourly employees	-	34,363	34,363
1-7-05-70-11.00	Library Social Security		9,139	5,042	(4,097)
1-7-05-70-12.00	Library Retirement	VMERS for full-time	5,838	2,841	(2,997)
1-7-05-70-14.00	Library Health Insurance	for full time	25,218	15,617	(9,601)
1-7-05-70-14.05	Library HRA Funding	for full time	1,250	263	(987)
1-7-05-70-16.00	Library Dental Insurance	for full time	445	419	(26)
1-7-05-70-21.00	Library Postage		-	-	-
1-7-05-70-22.00	Library Supplies		1,500	524	(976)
1-7-05-70-22.05	Library Adult Books		3,500	403	(3,097)
1-7-05-70-22.10	Library Childrens Books		2,500	321	(2,179)
1-7-05-70-22.20	Library Audio Visual		750	-	(750)
1-7-05-70-22.25	Young Adult Books		500	77	(423)
1-7-05-70-22.30	Library Interlibrary Loan		1,645	440	(1,205)
1-7-05-70-22.35	Library Online/Electronic		6,000	240	(5,760)
1-7-05-70-22.36	Library Tech Support		450	-	(450)
1-7-05-70-22.40	Library Copier Lease		1,200	194	(1,006)
1-7-05-70-44.00	Library Training/Workshop		500	-	(500)
1-7-05-70-44.05	Library Educational Progr		1,000	7	(993)
1-7-05-70-52.05	Library Prchse-Current yr		-	-	-
1-7-05-70-63.00	Library Equipment Repair		500	-	(500)
1-7-05-70-99.00	Library Misc Expense		500	826	326
Total Library			\$ 181,899	\$ 93,140	\$ (88,759)

1-6-00-20-00.91 Library Revenue

500.00 VELCO donation
44.45 copies, library card
30.00 books
67.75 copies, replace lost item, donation
169.05 copies, book replacements
200.00 donation for sewing program
31.12 replace books
27.00 reimburse ripped book
500.00 Georgia Pediatrics for SRP and general operations
62.38 petty cash over \$40
1,631.75

Quote

Date	Quote #
8/16/2026	1289

Name / Address
Georgia Town Clerks Rte 7 St. Albans, VT 05478

Rep	Project

Description		Qty	Total
Stripping and waxing complete Georgia Library materials and labor included			3,238.25
Thank you for your quoting needs. Phone # E-mail		Total \$3,238.25	

Phone #
802-868-4585

E-mail
vonnice@abovepar.org



Monthly Coordinator's Report to the Board of Trustees
July 2026
Library Operations Coordinator: M. Grange
Board Meeting Date: August 18, 2026

Operations Summary

This month we have finished up with a successful Summer Reading Program. We had 46 adult participants and 112 juvenile participants. Our finale was a Mocktail and Munchies theme that seemed to be enjoyed. We pulled our final raffle tickets, and all participants have been notified prizes must be picked up by the end of the month.

This month has seen me return to work and Autumn increase her capacity from a sub to a Library Assistant again. We seem to be fully staffed at this point.

We had one patron that needed to be trespassed to keep other patrons/employees safe.

We continue to move things around to work towards our reorganization goals inside the library.

The town treasurer has been a huge help with learning our budget allocation process.

Highlights

Accomplishments This Month

- The Vermont Department of Library Summer Reading Program grant has been spent. I will work to compile required information and a narrative this month.
- Our Friends Group continues to be a source of support both financially and physically. Without them, our SRP would not have been possible.
- H. Dunsmore purchased Golden Dome nominee books prior to last meeting. Those books have now been processed and cataloged. I plan to review the other Vermont book award nominees and suggest we purchase those to round out the other two categories if we have gaps.
- 30 of the books pending cataloging in the Circulation Office have been cataloged and processed. I have a goal of at least that many per week. Additionally, our YOTO collection has been 2/3 of the way cataloged. That should be completed by end of August.
- Facility improvement: The Town Administrator continues to work with the Board and the Library to improve our IT functions, as well as our reorganization efforts. I have sent him the updated list of email addresses, and hope to have an email address for Autumn functioning soon.
- We have begun weeding our audio items for an end of the month sale. We have had mostly positive feedback from the community but some negative responses.

Library Statistics

Monthly Service Statistics [July 2026]

Measure	July	Prior Month	Year-to-Date	
Library Visits	958	1192	5644	
Circulation Total	1421	1271	7994	
Adult Materials Circulated	554	492	3243	
Children's Materials Circulated	1048	930	5957	
Young Adult Materials Circulated	93	57	459	
Digital Checkouts				
Computer / Wi-Fi	27	66	441	
Attractions Passes	29	28	139	
Other Items Circulated	98	86	652	
A/V Physical Items Circulated	5	8	49	
New Library Cards Issued	12	35	112	

Notes/Comments:

A/V Items were only DVDs

Digital Checkouts to be added next month

Programming & Community Engagement

Program Type	Number Offered	Attendance
Adult Programs	8	
Children's Programs	31	
Teen Programs	0	0
Outreach Events	0	0
Special Events	(Included in Children's #)	

Upcoming Programs & Events

Date	Program/Event	Status
9/23	Library Storytelling	Planned/Confirmed
10/17	Apple Biology Presentation	Planned/Partially Confirmed

Collection Management UpdateCollection Activity

Activity	Total
Items Added	141
Items Withdrawn	1
Items Replaced	0
Patron Requests Received	1
Patron Requests Purchased	0
Damaged Items Repaired	12

Collection Projects

- Juvenile Nonfiction Review (To be started in mid-late September)
- Audiobook/CD Review (In Progress. CDs have been deleted. Audiobooks are next.)
- Weeding Project (Ongoing)
- Shelf Reading
- Yoto Player Cards Cataloging (Partially completed; expect full cataloging end of week)

Collection Needs or Recommendations:

- Review Green Mountain and Red Clover book nominees and purchase any we do not currently have.
- We have 6 items on our repurchase list and 1 item on our request list that I will look into ordering as well.
- We have most of our Children's Book Budget still available. We will want to hold some of that back as many publishers have a big publishing push for the holidays.
- We have our entire Adult and Young Adult budget still available.

Financial Report SummaryBudget Status

Category	Budget Status
Personnel	☐ On Track ☒ Attention Needed
Materials	☐ On Track ☒ Attention Needed
Programs	☒ On Track ☐ Attention Needed
Facilities	☐ On Track ☒ Attention Needed
Technology	☐ On Track ☒ Attention Needed

Financial Notes

- SRP resulted in overage on hours, I plan to follow up with Lori.
- We have \$1,145.68 remaining in our courier/ILL GL Line. I believe we will exceed that, as the last two bills have been \$256.14 and \$243.18 respectively, and the average available per month for the rest

of the year is \$229.14. We do tend to have a small drop off in lending in the last two months of the year, so it may end up very close.

- We need to purchase stamps, and this will have to come from GL321 Supplies, as there is no budget for Postage this year.

Upcoming Significant Expenses:

The cost associated with overhauling our flawed IT situation is pending and has exceeded our allotted budget of \$450 for tech support this year. We need more discussion around how things will be paid for. The same applies to the return of the old copier, or “purchase” of it. This is a significant cost we did not have allocation for.

Facilities & Operations

Building Updates

- Maintenance completed (Electrics, and items for WorkSafe completed)
- Repairs needed (Sink in back room, wall & floor prepping for work)
- Stain under standalone shelf unit needs to be cleaned/addressed

Technology Update

- Public computers (Move Planned by TOG to purple wall)
- Website updated (Removed last names, removed former director. Move to new website hosted by town in Fall 2026 planned)
- Catalog issues addressed
 - We have begun to remove physical audiobooks from the catalog
 - Yoto cards will take the place for some J Fic Audiobooks; suggest switching over as budget allows for very popular titles
- Digital resources reviewed

We have had 38 total patrons sign up for Biblio+, with 10 active users. A total of 722 minutes have been watched this year. It's not a value add for the library at this time.

Staffing & Volunteer Update

Staffing

- Schedule changes
See attached suggestions.

Volunteers

Activity Number

Active Volunteers: 4 + Friends of the Library

Volunteer Hours: 53

New Volunteers: Friends of the Library to support SRP

Volunteer Highlights: A list has been created for tasks for Volunteers; we will work to increase our volunteer pool once we have a teen librarian in place.

Community Partnerships & Outreach

Organizations/Partners Engaged:

- Schools – Flyer will be sent to the school to share with students regarding our program offerings later this month
- Town/Local Government – We continue to work with the town on improvements to the library
- Community Organizations – I provided date to NCSS for their grant, and have plans for a follow-up discussion with Lindsay Hunn at NCSS for more ideas on how to utilize their services for our community.

- Senior Groups – I have reached out to Ted Smith with AARP to start planning tax prep in our library in February/March of 2027

Policy & Governance Updates

Policy Items

Updates to Attractions Passes Procedures

- Policy reviewed & Revised
- Policy Notes: Patrons may take a pass out in the 2 hours of the day before use if it is available.

Risk Management & Compliance

- Emergency procedures – Staff has requested that BOT and Operations Coordinator create a safety plan for individuals that make them uncomfortable.
- Safety concerns – One individual has been trespassed from property due to predatory and staff safety concerns.
- Confidentiality requirements – Item to be addressed in executive session (J.J.)
- Required reports – Notice of Trespass being kept in Circulation Office.

Community Feedback

Positive Feedback:

- Patrons LOVED the raffle and prizes this year. Previous years the prizes were used stuffies/beanie babies. This year having choice and nice new items really made a difference. Patrons also loved the BINGO boards.
- The community has been absolutely raving about the increase in cleanliness in the library. We've also had almost every single patron remark on how much they love the changes and how it feels like "a real library" now.

Negative Feedback:

- 2 community members concerned on audiobooks

Concerns or Suggestions:

Sarah Bush suggested doing seasonal/holiday tied BINGO boards with small prizes throughout the year as a semi-passive program.

Library Operation Goals for Next Month

1. Fall Festival – Booth with on-site card sign-ups, button making
2. Shift shelving around for better wayfaring
3. Complete cataloging back log from former director.
4. Weed Juvenile Non-Fiction
5. Continue to clean and create a workspace for all staff in Circulation Office

Items for Board Discussion

1. Working agreements (Updates needed)
2. Staffing Schedule

Attachments Included

- ☐ Roles/Responsibility Reallocations
- ☐ Schedule Suggestions
- ☐ Audiobook Circulation

Library	itype	count
VSOK	ABLE	7
VSOK	AUDIO	937
VSOK	AUDIOCHILD	212
VSOK	AUDIOCHLDN	78
VSOK	BOOK	8620
VSOK	BOOKCHILD	9877
VSOK	BOOKYA	1144
VSOK	DVD	4
VSOK	ELECDEV	3
VSOK	GAMES	155
VSOK	HIGHDEMAND	35
VSOK	KIT	58
VSOK	LIBTHINGS	2
VSOK	MISC	10
VSOK	NEWBOOK	110
VSOK	NEWBOOK28	1
VSOK	NEWBOOKCH	25
VSOK	NEWBOOKYA	3
VSOK	NONCIRC	2
VSOK	ONORDER	1
VSOK	PASS	15
VSOK	VIDEO	944
VSOK	VIDEOCHILD	493
VSOK	YA	2
VSOK		22738

Circulation statistics

Filtered on:

- **Period from:** 2026-01-01
- **Period to:** 2026-08-12
- **Item type:** Audio
- **Issuing library:** Georgia Public Library
- **Collection:** Audiobooks
- **Event:** Checkout

branch / itemtype	Audio	TOTAL
VSOK	27	27
TOTAL	27	27

Catalog statistics

Filtered on:

- **Item type:** Audio - Child
- **Library:** Georgia Public Library

items.homebranch / items.itype	AUDIOCHILD	TOTAL
VSOK	210	210
TOTAL (all results)	210	210

2026

Item Type.	Checkout	Renewal	TOTAL
ABLE	3	0	3
AUDIO	45	16	61
AUDIOCHILD	57	15	72
AUDIOCHLDN	1	0	1
BOOK	2513	650	3163
BOOKCHILD	4781	970	5751
BOOKYA	263	58	321
DVD	6	0	6
GAMES	120	17	137
HIGHDEMAND	56	0	56
ILL	41	1	42
KIT	26	1	27
LIBTHINGS	3	0	3
MISC	14	0	14
NEWBOOK	183	16	199
NEWBOOKCH	4	0	4
NEWBOOKYA	2	0	2
ONORDER	2	0	2
PASS	126	0	126
VIDEO	77	4	81
VIDEOCHILD	122	0	122
	8445	1748	10193

2025

Item Type.	Checkout	Renewal	TOTAL
	3	0	3
AUDIO	53	28	81
AUDIOCHILD	30	21	51
BOOK	4217	1086	5303
BOOKCHILD	7065	2018	9083
BOOKYA	316	85	401
GAMES	112	14	126
HIGHDEMAND	80	0	80
ILL	30	2	32
KIT	23	0	23
MISC	5	4	9
PASS	143	0	143
VIDEO	227	24	251
VIDEOCHILD	162	2	164
	12466	3284	15750