

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

Board of Trustees

Amy Cunningham, Board President; Steve Gold, Vice-President;
Bridget Asay, Vice-President; Sue Zeller, Treasurer; Rachel Muse, Secretary;
Tim Donovan; Dan Groberg; Bonnie Johnson-Aten; Craig Line;
Penny Marwede; Jennifer Myka; Sarah Seidman; Graham Sherriff, Judy Walke.

BOARD MEETING MINUTES

Wednesday, March 18, 2020

Virtual meeting via Zoom

1. Meeting called to order at 5:02
Trustees Present: Amy Cunningham, Steve Gold, Bridget Asay, Sue Zeller, Rachel Muse, Tim Donovan, Dan Groberg, Dan Greene, Bonnie Johnson-Aten, Penny Marwede, Jennifer Myka, Sarah Seidman, Graham Sherriff and Judy Walke
Trustee Absent: Craig Line
Staff Present: Jessie Lynn and Carolyn Brennan
2. Penny moved to approve the agenda, Judy seconded the motion. Jessie noted that Michelle would not be joining the meeting to report on adult programming. The agenda was approved unanimously.
3. Sue moved to approve the minutes of the last meeting, Judy seconded the motion. Steve, Tim, Penny and Graham abstained from the vote. The minutes were approved unanimously.
4. Carolyn and Jessie reported on the library's COVID-19 response and emergency plan. Carolyn reported on changes to upcoming programming due to the current emergency.
5. President's report:
 - a. Items will be put on hold as we deal with the current crisis.
 - b. Amy shared committee goals with the trustees.
 - c. The timeline of the co-directors' evaluation will likely change, more information will be provided.
6. Co-Directors' report:
 - a. A written report was distributed prior to the meeting.
 - b. GLL construction projects and self-checkout kiosk install are still scheduled to move forward as planned.
7. Committee reports

- a. Board Development Committee: Amy reported that the committee met and developed goals for the coming year.
- b. Executive Committee: Amy reported that this committee met last week, and discussed longer term plans for a board retreat and strategic planning.
- c. Finance Committee: Sue reported on recent work. The committee plans to meet again in April.
- d. Fund Development Committee: Judy reported that the committee is planning to increasingly engage all trustees in donor development.
- e. Policy Committee:
 - Penny moved to approve the minor revisions to the Security Camera Policy, Policy on Art Exhibits at the Library, Materials Selection Policy and Lending and Nonresident Borrowing Policy, Tim seconded the motion. The revisions were approved unanimously.
- f. GLL Committee: Steve reported on progress with the elevator project.

8. Adjourned at 6:06.