

Starksboro Public Library Board of Trustees Meeting Minutes
Monday, July 28, 2025 | 4:00 - 5:30 pm

Trustees in Attendance in person or by Zoom	Katie Antos-Ketcham, Christa Finnern, Emily Fisher, Leah Hamilton, Ellen Yount
Others in Attendance	Cathy Townsend
1. Call to Order	The meeting was called to order at 4:20 pm.
2. Approval of Minutes	The June minutes were approved. Christa made a motion to approve and Leah seconded the motion, the minutes were approved unanimously.
3. Librarian's Report	<p>Statistics Summer visits seem to be down slightly due to closing (two days) for lift construction, however lots of events. Saturdays are quiet unless Cathy has a planned event.</p> <p>Operations/Budget Ellen had a question about a grant, Cathy reminded that things are a bit skewed due to the lift . Currently \$1,200 over budget. Cathy has tried hard to cut/save, and we had 13 months of payroll to cover, electric/telephone were higher than budgeted for. For next fiscal year, we were able to better predict the telephone bill based on the monthly bill. Cathy will ask for a transaction detailed report for FY 24-25 from Ali in mid-August that we will review at our Sept. meeting.</p> <p>Programming The Board appreciates all the programming happening this summer! There have been about 35 people at each concert so far. In July, the rain stopped right before the concert started!</p>
4. Current Business:	<ol style="list-style-type: none"> 1. Review and vote on proposed changes to Addendum C per Town's approved personnel policy (6/17/2025). Edits were approved. Katie made a motion to approve Addendum C and the Town's Personnel Policy, Christa seconded the motion, and the policy was approved unanimously. 2. Draft FY 25-26 Board work plan

	<p>Sept: Finalized FY budget, update on accessibility project work and plans Oct: Budget, Director’s annual eval letter Nov: Budget, Appeal letter Dec: Budget, town report due Jan: TBD Feb: Prepare for Town Meeting March: Policy review - Town Meeting April: March / April, National Library week appeal, thank community for support May: TBD June: Terms of Employment updated for next FY</p> <p>*save open house for Lift opening - discussion</p> <p>Goal: cultivate a list of friends of the library.</p>
6. Adjournment	5:25 pm
Upcoming Meetings	September 8, 2025

Respectfully submitted,
Emily Fisher