

DRAFT

Minutes of Quechee Library Annual General Meeting Monday, July 8, 2024

Present: Tommy Bauch (President), Dave Izzo (Treasurer), Debbie Marcus (Trustee), Jim Schmidt (Trustee), Kate Schaal (Library Director), Robert Hamlin (Observer), and Erica Wetzel (Observer)

Introductions were made for the benefit of all attendees. Vacancies for the offices of Vice President and Secretary and for expected Trustee positions were noted.

The meeting was called to order at 5:10 pm.

Secretary's Report: Minutes of the 2023 Annual General Meeting were made available and reviewed. Of special note was the Acting Town Manager's and Select Board's removal of the Library budget request from the Town budget and submitting it as a separate article for town vote. This was unexpected and unprecedented. Voters overwhelmingly supported the library budget.

Motion to accept the Secretary's Report of the 2023 Annual Meeting was made by Debbie Marcus, seconded by Dave Izzo. All voted in favor.

Treasurer's Report: Dave reviewed key elements of his Annual Report. Income and expenses for the year were close to budget, with income from Contributions higher and expenses from Collections somewhat lower. The \$16,000 Vermont State Dept. of Libraries grant that funded the transition to ECFiber as our ISP will go into a separate account allowing for easier management and tracking over the 10 year timeframe of the grant. Internet Service Provider expenses will be covered by those designated funds. Utilities expenses are about the same as 2023, with the heavier shift to electricity due to the conversion to mini splits. Some vendors and building maintenance service providers, such as snow plowing, have increased costs likely inflation related.

Dave expects a few minor adjustments to the 2025 budget. There will be a suggested 5% payroll increase subject to the Board's consideration and approval. Dave has supervised a change from Quickbooks desktop to an online version. This has been a significant challenge. There is also a new line item Payroll expenses for the new Vermont Childcare Tax of 0.44% of employee wages. For fiscal 2025 a level-funding budget is recommended as our income and expenses should be about the same as the previous year.

Motion to accept the Treasurer's Report was made by Debbie Marcus, seconded by Jim Schmidt, and all voted in favor.

Library Director's Report: Kate highlighted a number of items from her engaging and comprehensive written report. The Library provided over 100 programs in Quechee and over 60

at Wilder with attendance of well over 1600. There are 4 hybrid book discussion groups a month, 2 weekly storytimes, 2 monthly daycare visits, and numerous special programs for both adults and children. More ways to engage children with the Library are actively sought. Five story walks are currently deployed. Providing streaming services, while less personal in nature, is still a way the Library can fulfill its mission. A new service will be added in September 2024.

The Library experienced a major staff change when Marieke Sperry resigned after 15 years as Assistant Librarian. Michaela Lavelle has been welcomed as the new Assistant Librarian and has quickly become a valuable asset. She is completing her MLS. George White continues as another key staff member.

The new Town Manager, John Haverstock, has been approachable and helpful, especially with the capital improvements grant application for the Wilder Club and Library, a huge undertaking by the staff and the Wilder Trustees.

Kate acknowledged the important contribution of Brian Chaboyer who has resigned from the Board after 13 years of service including Secretary of the Board.

The Library's future staffing was briefly discussed. With Kate's anticipated retirement in 2025, there will be staff changes. Kate also noted the state of Vermont passed a very comprehensive bill: S.220, An Act Related to Vermont's Public Libraries. QPL will be updating some policies including increasing confidentiality for minors 12-17.

Motion to accept the Library Director's Report was made by Dave Izzo, seconded by Debbie Marcus, and all voted in favor.

Old Business: The cold temperature in the basement is still an issue. Quite a number of groups meet there as well as library patrons browsing the shelves. A mini split for the basement should be considered.

New business: The current OWL for hybrid meetings is showing signs of wear. A new OWL should be considered.

Election of Trustees: Tommy Bauch was nominated, seconded, and unanimously elected to a new 3 year term. Erica Wetzel was nominated, seconded, and unanimously elected to a three year term.

Election of Officers: The following slate of Officers was nominated, seconded, and unanimously voted: *Note the office of Vice President remains vacant at this time.

President: Tommy Bauch

Vice President: vacant

Treasurer: Dave Izzo

Secretary: Debbie Marcus

The next Annual General Meeting will be July 14, 2025.

The next Trustees Meeting will be August 12, 2024

Motion to enter into Executive Session was made by Debbie Marcus, seconded by Dave Izzo, and all voted in favor.

The Annual General Meeting was adjourned at 6:55pm.