

Georgia Public Library  
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**Library Trustees**  
*Nicole Jamison, Chair*  
*Debbie Mann, Vice Chair*  
*Kollene Caspers, Secretary*  
*Terry Cleveland, Treasurer*  
*Craig Volatile-Wood, Trustee*

**Georgia Public Library Trustee Meeting**  
**Wednesday, October 15, 2025 4:45pm**  
**Location: Georgia Public Library**  
**MINUTES**

Trustees Present: Kollene Caspers, Terry Cleveland, Nicole Jamison, Debbie Mann & Craig Volatile-Wood

Staff Present: Bridget Stone

Guests Present: Kellie Bosenberg, Ray Mann, Cindy Reid-Patnode

1. Call to order: 4:45pm
2. Additions, deletions, or changes to the Agenda
  - K. Caspers requested a discussion on the potential library Bond.
  - T. Cleveland requested the addition of the vote for engineer/architect proposal.
3. Public Comment: none
4. Minutes:
  - (a) Approve Minutes from the 9/24/2025 Library Trustee Meeting  
Motion to approve minutes with the addition of financial information available from Town and GPL Treasurers made by T. Cleveland, Seconded by C. Volatile-Wood.  
Voting Yea: Chair Jamison, K. Caspers, T. Cleveland, C. Volatile-Wood  
Abstaining: Vice Chair Mann
  - (b) Approve Minutes from the 10/1/2025 Library Trustees Special Meeting for Budget.  
Motion to approve minutes with changes in language to the 2026 budget increase and the removal of specific numbers to wage increase amounts. Motion made by T. Cleveland, Seconded by K. Caspers.  
Voting Yea: Chair Jamison, Vice Chair Mann, K. Caspers, T. Cleveland, C. Volatile-Wood
5. Treasurer's Report:
  - (a) Monthly Report- T. Cleveland introduced the September 2025 budget documents listing expenses and income to date. 75% of the budget has been spent, with 25% remaining for 2025.
    - T. Cleveland answered Trustee questions on expenses and line items.
    - The Trustees discussed the use of approximate \$15,000 in salary funds offset by the grants. Items identified for purchase include book display units and materials to furnish a Teen Space in the library, such as chairs and building items for a counter. B. Stone will research and present items for the Trustees to approve at the next special Budget or regular meeting.
  - (b) Grant Update-
    - Expenditures in August were \$1,308.52 toward the Building Bright Futures Grant. This grant must be completed by December 31, 2025.
    - United Way Grant will need to be completed by June 30, 2026. Discussion continued on the background checks that are a condition of the grant.

- N. Jamison offered to assist the Library Director with Background Check return information and will also assist with a GPL Background Check Authorization form.
- Discussion was had on hiring a service to complete the background checks for convenience and ease for all parties. There are funds available through the United Way grant to hire the service.

(c) 2026 Budget- T. Cleveland will meet with Town of Georgia Treasurer in November. Another Special GPL meeting for Budget discussion will ensue shortly thereafter.

(d) Pay rate adjustment for an employee-

Motion to approve \$22.64 in funds for a bonus in lieu of back pay to an employee who worked earlier this year. Motion made by C. Volatile-Wood. Seconded by T. Cleveland.

Voting Yea: Chair Jamison, Vice Chair Mann, K. Caspers, T. Cleveland, C. Volatile-Wood

#### 6. Library Director's Report:

(a) The library director would like others to speak nicely to each other.

(b) Personnel- B. Stone would like to add another staff member to a 28-30 hour/week position in addition to the three regular part-time and substitute employees currently in place at the GPL. Chair Jamison requested the Trustees work on a Strategic Plan for the future of the GPL. Vice Chair Mann requested job descriptions for all GPL positions to determine if the hiring of additional staff was necessary.

(c) Facilities- B. Stone contacted the Town offices regarding the cleaning company not doing a thorough job. At the time of the meeting the Town offices had yet to respond.

(d) Programs-

- Building Bright Futures grant class is going great.
- Crafternoon and Tween Book Club are going well.
- Weaving Program went well.
- The Fiber Arts program will need a new person to lead the group.

#### 7. Old Business

(a) Mission Statements- Trustees read Mission Statements, visions and guiding principles researched from other libraries. N. Jamison collected this information and this will be included in future discussions to update GPL's Mission Statement.

(b) Rules of Order- Democratic Rules of Order, Roberts Rules for Small Boards, Library Rules of Order and other sources were discussed. The adoption of a governing Rules of Order was tabled pending additional research and reading.

(c) Online Programming Vote- B. Stone requested the GPL Trustees vote to cede discussion on Hoopla and other e-reader services due to cost and the small percentage of GPL cardholders utilizing the service. Hoopla was discontinued in early 2025 and some ebooks are available through Palace Project and Libby services. K. Caspers said the Trustees should still keep cost-effective alternatives in mind for the future, as many people read ebooks. The Trustees agreed to table discussion of ebook services for the 2026 Budget.

(d) Background Checks- Discussed earlier, see notes under 5(b).

#### 8. New Business

(a) Grant Spending Covering Salaries- Discussed earlier, see notes under 5(a).

(b) Engineer Vote-

Motion to accept the GPL Revitalization project plans prepared by Civil Engineering Associates of South Burlington and Randy Burnett pf Colin P. Lindberg Architects. Motion made by K. Caspers. Seconded by T. Cleveland.

Voting Yea: Chair Jamison, Vice Chair Mann, K. Caspers, T. Cleveland, C. Volatile-Wood

(c) Bond Discussion- The Trustees discussed the timeline for a potential GPL Building Revitalization Bond to be included in the March vote by Australian ballot. Georgia residents are invited to join the Revitalization Committee, and public meetings will be held to get input from the community. K. Bosenberg will reach out to the engineer to start the process. T. Cleveland will put together an informational flier for the community.

9. Executive Session- not needed.

10. Plan Next Meeting:

- Wednesday, November 12, 2025 Special Meeting for Budget discussion.
- Wednesday, November 19, 2025 at 4:45pm: GPL Trustee Regular Meeting. Agenda items to include: Rules of Order for Bylaws, Mission Statement, Bond and the 2026 budget.

11. Adjourn

T. Cleveland made a motion to adjourn at 6:38 p.m.

Voting Yea: Chair Volatile-Wood, Vice Chair Mann, K. Caspers, T. Cleveland, N. Jamison