



# GEORGIA VERMONT

## Georgia Public Library Special Trustee Meeting Tuesday, June 30, 2026 at 7:00 PM 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 7:00PM **TRUSTEES PRESENT**

Chair Heather Dunsmore (via Zoom), Secretary Kollene Caspers, Member at Large Julia Harvey (via Zoom)

### **TRUSTEES ABSENT**

Vice Chair Sarah Savich, Treasurer Therese Cleveland

### **OTHERS PRESENT**

Doug Bergstrom, Town Administrator (Via Zoom), Mindy Grange, GPL Assistant Director (via Zoom)

### 2. **ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**

- Chair Dunsmore requested the addition of NCSS grant and petty cash.
- D. Bergstrom requested the addition of changing IT services.

### 3. **NCSS GRANT**

- The deadline to accept the \$1,000 in grant funds expires on July 10<sup>th</sup>. K. Caspers requested a new contract from NCSS removing the former library director's name and adding Chair Dunsmore's name as signatory. This will be approved by the Selectboard at the next regular meeting.

### 4. **PETTY CASH**

- Motion to approve petty cash in the amount of \$50 in small bills so library staff are able to make change for copies, book damages, and other small purchases. Motion made by K. Caspers, Seconded by J. Harvey. All in favor. Purchases will be recorded, and petty cash reconciliation should be made at least monthly and included in the director's report to update the Trustees and the public.

## **5. NEW COPIER - ACTION TO APPROVE**

- J. Havey and D. Bergstrom worked together to identify a new copier for the library. This copier will be a 60-month lease for \$99/month payment, including installation, removal and disposal of old copier, all toner, materials and maintenance but for paper. Copier usage built in but if exceeded will pay for more "click charges" at less than one cent each.
- J. Harvey made a motion to approve the cannon copier, K. Caspers seconded the motion. All in favor.

## **6. IT SERVICE PROVIDER CHANGE**

- The Selectboard recommended the GPL Trustees consider switching IT service providers to Bouchard Home and Office Services, LLC which currently provides services to the Town offices, Town Garage, and Fire Department. In addition to unifying the IT services for the Town, there would no longer be a duplication of services and expenses, all the backups will live in the cloud, it reduces the risk of employee computer tampering and will put the library on the same software and hardware upgrade schedule. Furthermore, the IT services will maintain all emails going forward, recordkeeping for potential FOIA requests.
- J. Harvey made the motion to change IT providers from Green Mountain Geeks to Bouchard Home and Office Services, LLC, K. Caspers seconded the motion. All in favor

## **7. ADJOURN**

Motion to adjourn at 7:46PM

K. Caspers made the motion, 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](http://townofgeorgia.com)**