

Georgia Public Library
1697 Ethan Allen Highway
Georgia, Vermont 05454
(802) 524-4643
www.georgiapubliclibraryvt.org
gplvt@yahoo.com



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

Georgia Public Library Trustee Meeting
Wednesday, August 20, 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

1. Call to order: 4:53pm
2. Additions, deletions, or changes to the Agenda
 - C. Volatile-Wood requested the addition of his stepping down as Chair of the GPL Board of Trustees.
3. No public comments.
4. Chair Volatile-Wood explained to the Trustees he is stepping down as Chair of the Trustees but will remain on the Board.
 - The Library Trustees agreed unanimously to accept his resignation starting at the end of the meeting.
 - Discussion was had on how to determine who would succeed as chair, citing sources from GPL Trustee Bylaws, Roberts Rules of Order, VLCT and the Vermont Department of Libraries. This discussion was tabled until August 26 at 12:30pm at the Georgia Public Library to hold a Special Trustee Meeting with sources on the proper way to proceed.
 - Vice Chair D. Mann will step in as Chair until it is determined who will be permanent Chair of the Board of Trustees.
5. Approve Minutes from the 8/8/2025 Library Trustee Special Meeting
Motion to approve minutes with no changes made by D. Mann, Seconded by T. Cleveland.
Voting Yea: Chair Volatile-Wood, Vice Chair Mann, K. Caspers, T. Cleveland, N. Jamison

Approve Minutes from the 6/18/2025 Library Trustees Regular Meeting

Motion to approve minutes with changes made to wording of IT and website services and eliminated mention of model flow charts. Motion made by T. Cleveland, Seconded by N. Jamison.

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

6. Treasurer's Report
 - (a) Monthly Report- T. Cleveland introduced the June and July 2025 budget documents listing expenses and income to date. 58% of the budget has been spent, with 42% remaining for 2025.
 - T. Cleveland answered Trustee questions on expenses and line items.
 - (b) Grant Funding and Update-
 - Expenditures have been made toward the Building Bright Futures Grant. This grant must be completed by December 31, 2025. Baby Yoga will have 8 classes,

with 4 baby massage sessions to complete the 12 classes presented in the grant. Classes will start Tuesday September 9 and run every-other-week for 8 weeks.

- United Way Grant will need to be completed by June 30, 2026. Programming will start in the Fall and run through the Spring of 2026.

(c) Georgia Market Serving Sunday Funds- Raised \$3331 for Georgia Public Library. The Trustees will bring ideas to use the funds to the next regular meeting. Many thanks go out to Zev and Patti Werts and Walt and Katie Warner for their hard work and support of GPL!

7. Library Director's Report

(a) Personnel: Welcome Jessie to the GPL family! Jessie comes from Hinesburg School and has a Masters of Library and Information Science.

(b) Facilities:

- The phones were not working for three weeks; it was a Comcast issue that has been fixed.
- A water leak in the mini splits leaked water into the children's board books area. Thanks to quick acting staff and volunteers, only 10 books were ruined.

(c) Programs-

- Summer Reading Program: This summer's theme was "Color Your World" and was completed by August 8th. The GPL is offering Champlain County Fair tickets as reading prizes for students who read three or more times for 20 minutes or more who are entering kindergarten through 8th grade. Please see the librarian for more information.
- Building Bright Futures Baby Yoga will begin Tuesday September 9th from 10:15 to 11:15am and run every-other-week for 8 weeks. Valerie Keller will be running the program. This is limited to 15 participant/baby pairs, first come first serve, come into the library to sign up today!

8. Old Business

(a) GPL Building Revitalization Committee Update- no updates, waiting for engineer report.

(b) Fair hiring Practices and Background Checks- No updates. No background checks have been completed to date.

(c) Website and IT Services-

- The library has purchased a new Zoom account for library meetings. Randy, the library's IT tech will upload all past GPL Trustee meetings to post on the website so the library complies with open meeting laws. Randy will write up a procedure to share with the Board, who will discuss how this will be handled in the future.
- The library will keep its own website and IT personnel separate from the Town of Georgia.

(d) Policy Review Schedule:

- B. Stone will upload the updated policies voted on at the June 18, 2025 meeting to the website. The Policies committee will review the changes to ensure all necessary changes are made.
- Review schedule of policies will be tabled and revisited once the budget has been completed.

9. New Business

(a) Grants Update- (see noted from Treasurer's Report, 6(b).)

(b) Memo of Understanding- No updates, the Town Administrator is working on this document. Discussion was had on the Personnel Policy addendum for salaried

employees vacation time. K. Bosenberg explained the reasoning behind the change and how employees will now earn the paid time-off.

(c) Trustee Meeting Organization- Time limits should be implemented to move the discussion when consensus cannot be reached.

10. Executive Session- not needed.

11. Plan Next Meeting:

- Tuesday, August 26, 2025 Special Meeting for Library Trustee Chair determination.
- Wednesday, September 17, 2025 at 4:45pm: GPL Trustee Regular Meeting. Agenda items to include updates to grants, Georgia Market funds and old business updates.

12. Adjourn

N. Jamison made a motion to adjourn at 6:07 p.m.

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