

Moretown Community Library Board of Trustees Meeting Minutes

July 28, 2026, 2:00 PM

- Call to Order at 2:10pm
- Public Comment: None
- Secretary's Notes
 - May meeting minutes approval: April moved to approve and Pam seconded; approved unanimously.
- Treasurer's Report:
 - Month 7 (July): spending on track.
 - The one-time infusion of \$12,000 is for the roof of the History Center.
 - Programming/Books and Materials are high, but Supplies has plenty, and there is a large reimbursement coming from the other two libraries for shared programming.
 - Is heating/electricity being billed both to the Library and the History Center?
 - New budget due end of September. Books/Materials will need to increase, and the tech will need to be ungraded—two desk tops, one laptop and one printer. Potentially asking for more hours for the assistant librarian—more than one extra hour/week, perhaps a total of 11 hours/week. We would like to request an official library sign as well. Pam will investigate the rules for signage on an historical building. Cory would appreciate a raise as she has not had one in several years.
 - Courier service: Cory reported the check was very late arriving in February. However, the grant runs from October 1-September 30. Cory is waiting to hear when to apply for next year's grant as the application process has been delayed.
- Librarian's Report:
 - Read & Play was very successful with over 568 attending. The library hosted six additional programs. Summer reading has 180 participants. Seven programs have already been planned for the fall. Cory is working with Karen to plan and provide regular afterschool opportunities on Tuesdays/Thursdays.
 - Overdrive Advante is getting a lot of use but Cory is cancelling Biblio+. Kanopy is still worth the investment.
 - Cory is applying for a scholarship to attend the NELA conference in Burlington this year.

- **Matters Arising**

- **Library mailbox location:** The library mailbox will be on School Street with the other mailboxes removed due to the sidewalk installation. Don Wexler will confirm that the address for the library has not changed.
- **Review draft Trustee calendar:** If we approve this schedule, we can review each policy regularly and post once reviewed. Cory suggested moving the Strategic Plan Review to July and January instead. We concurred. We will move the Youth policies to November. We will keep Planning recruitment/running for open Trustee positions in January. April will revise and resend.
- **September meeting date kept as the second Tuesday of each month for September.** Going forward, the Trustees will meet at 6:30-8pm on the second Tuesday of every other month, except for our longer retreat in July.
- **Review and update goals from Strategic Bridge Plan:** April said at this point a three-year bridge plan might make more sense, especially as the Town Hall renovation is not settled. Bridgete also mentioned the Board turnover.
 - Community engagement: For the move in 2018, there was an on-line survey, individual interviews, focus groups, and more. Bridgete found the ASK survey.
 - 3-Year Bridge plan is good, starting with focus groups. Cory, Pam and April will be on the subcommittee to work on the Strategic Bridge Plan and surveys.

LIBRARY INFRASTRUCTURE

-Goal 1: Library Hours, Staffing, Funding and Resources

We are now at 20 hours and the goal was to go up to 23 hours/week. It was opened 23 hours/week before COVID. Asking for more hours for assistant.

Pursue salaries that meet the area standard of pay: pursuing now.

Met goal of increasing the funding for materials and programming, but we would like to continue to increase the materials and programming lines to meet cost and use.

Currently, the person who cleans the Town Office is now cleaning the Library, so this goal has been met. However, who is responsible for maintaining all of our Town buildings? There were problems when the library door broke, for example. Develop a plan to align the Town Hall maintenance

with the other Town buildings. Currently, there is no custodial role. We'd like to clearly define the roles and responsibilities for building upkeep and maintenance. We spoke to Don Wexler about this. The Town plan is to hire a Town Administrator.

-Goal 2: Library Volunteers

Cory has a google spreadsheet of volunteers with tasks they do. It would be good to ask for more volunteers.

Develop a plan for a more robust volunteer program to fit the needs of the library and the community. For example, Harwood students have been engaged on their day of service. Cory will work on outlining her needs to the Friends and Trustees can recruit volunteers as needed.

COMMUNICATION and OUTREACH

Goal 1: Streamline use of Town Hall: see above for building maintenance.

Policies have been developed for Town Hall Use

Goal 2: Create a cohesive marketing approach with branding and logo.

These have been accomplished. Developing the marketing plan should be part of community engagement survey, which Cory, Pam and April will work on.

- Town Hall renovation project stakeholders meeting: Attending: Don Wexler, Elizabeth Burt

-Don's overview: We have a design, we have a project manager, costs in 2025: \$1.7 million. We applied to two grants and were denied. We are waiting to hear from a library grant for \$400,000. The library and Town Hall are a good marriage. The selectboard is supportive of a bond, but the Town is missing FEMA money -- \$2 million. The Finance Committee and Selectboard did not want to go for a bond until the FEMA money is settled. We examined a phased construction, but do not feel its economical or effective. Hopefully, we work together by December to determine if there is a bond vote in March 2027. The expectation is the FEMA monies will be settled by December. We want to educate the community about the historic value of the Town Hall. We have a team of six working on this project and would like the Trustees and Friends to help educate our community.

Pam: We need to ask our community: Do you want this building to be here?

Cory: develop an FAQ

Elizabeth: we need lots of stories to post on the value of Town Hall.

Cory: The library is the steward of the space but it is community space.

Don: The lower level will be useable for meetings, cooking classes, parties, etc. The building will be accessible.

*Cory: the Town Hall will be 200 in 2035! She invited each of us to write a few sentences about events at the Town Hall.

Email: MoretownTownHall@gmail.com

Elizabeth: We can do a share board at Morefest.

Cory: We intend to have a working webpage by the second week of August.

Motion to adjourn by Bridgete, April seconded. Adjourned at 5:06pm.