

**DRML BOARD OF TRUSTEES**  
**MINUTES**  
June 19, 2025

**Present:** Pegs Gibson, Underhill; Eric Gildermeister, Underhill; Holly Hall, Library Director; Wayne Howe, Jericho; Sven Lindholm, Jericho; Sharon Lockwood, Jericho; Barbara Yerrick, Underhill (remote)

**Call to Order** - The Meeting was called to order at 7:04 PM by Sven

**Agenda Adjustments** – Add Discussion of Annual Fundraiser letter to New Business, add approval of April and May Building Committee minutes to Secretary's Report

**Comments from the Public** – Susan Adams presented the plans for the Garden Tea: July 20<sup>th</sup> from 1-3 PM with the theme "E.B. White". Diana Dunn has recreated the garden door and is working on art with Saxon Hill children. Barbara will emcee, looking for volunteers for short (2-3 minute) readings (Abbey may have some) and volunteers for making refreshments. 3 tents / canopies will be borrowed from Saxon Hill, pick-up, setup and take down by the garden volunteers.

**Policy Review:**

- The Collections Development Policy was reviewed and discussed. Wayne moved to accept the policy as presented, Eric seconded, passed unanimously.

**Old Business** - None

**New Business**

- The annual fundraising letter was discussed. The goal is to send it out in September this year. It needs to clearly state the usage of the funds as being part of our regular operating budget. The building expansion fundraising efforts will be separate and not mentioned in the letter. Sven will draft the letter.

**Treasurer's Report:**

- Sharon presented a list of the personnel COLA increases; effective July 1 as previously approved in the budget.
- Barbara will write notes and notify each individual of their new salary with COLA increase.
- Sharon will follow up with the CPA to try to schedule an audit and to ask about how the bookkeeper backdates credit card items to purchase date instead of booking as card-paid date.

**Secretary's Report:**

- The Draft Board of Trustees Minutes for the May 15<sup>th</sup> meeting was amended to indicate that Barbara attended via Zoom
- Wayne moved to accept the Minutes from the May 15<sup>th</sup> Trustee meeting as amended and Sharon seconded. Passed with Eric abstaining.
- Sharon moved to accept the DRML Building Committee Monthly Meeting Minutes from April 9 as written, Sven seconded, passed with Barbara abstaining.
- Eric moved to Table approval of the Building Committee minutes from May 21 due to a lack of

a quorum of trustees today who had been at that meeting, seconded by Wayne, passed.

**Director's Report:**

- The new Program Assistant, Maggie Kabbeko starts on June 30. Maggie has worked as a youth librarian in the past and has a great deal of program experience.
- The VT open meeting law requires us to put more detail on the agendas that we post, see the Secretary of State's website for updates
- Check your SPAM folder if you didn't get Holly's and Abbey's reports; more Rackspace regular mail is landing in SPAM folders
- Re Abbey's request for table coverage at the Farmer's Market: Eric will check to see if he can cover 6/26. Both Wayne and Sven will cover 7/24.
- Holly will check the cost of Google Workspace vs. what we pay for Rackspace

**Committee Reports:**

- **Fund Raising**
  - Holly will check in with staff periodically to see if people are asking why we are not having any Red Barn sales at Farmer's Market this year (due to low inventory)
  - Sharon and Pegs will begin planning for the Fall Mystery Night during Basket Raffle time
- **Personnel**
  - Wayne and Barbara will meet soon to continue working on professional development incentives
- **Capital Planning** - none
- **Building**
  - The subcommittee will meet on Tuesday June 24 at 10 AM at DRML to work on the Rubrik, general questions for architects, custom questions for each firm, and agendas for the July meeting
  - Sign ups for deeper dive into each architect's proposal/bid: Black River – Eric & Sven; GBA – Barbara and Wayne; VIA – Pegs and Nancy; WLa – Sharon and Pegs

**Adjournment:**

Pegs moved to adjourn the meeting, seconded by Eric, passed. Sven adjourned the meeting at 8:30 PM