

**DRAFT DRML Annual Meeting
MINUTES
January 15, 2026**

Attending -

Board of Trustees: Linda Almy, Underhill (remote); Irene Bihun, Jericho; Pegs Gibson, Underhill; Wayne Howe, Jericho; Nancy Karlson, Jericho; Dana LeBlanc, Underhill; Sven Lindholm, Jericho; Sharon Lockwood, Jericho.

Public: Dan Manz, Underhill; Steve Martano, Jericho (remote); Holly Hall, Library Director; Abbey Heimlich, Youth Librarian; Jessica Alexander, Jericho; Lilly Beckwith, Underhill; Penny Miller, Underhill (remote); Barb Adams, Jericho (remote); Jean Archibald, Underhill (remote)

Call to Order - The meeting was called to order at 7:02 PM

Dan Manz agreed to kick off the meeting in his capacity as last year's moderator and read the "Official Warning Annual Meeting – Jericho Underhill Library District" in its entirety. He then called for a motion for Article 1.

Article 1. Election of a Moderator – Nancy Karlson made a motion to nominate Dan Manz as the Annual Meeting's moderator, Sven seconded. Hearing no other nominations, the motion passed unanimously and Dan Manz was elected as moderator. Dan provided an overview of Robert's Rules of Order and procedures for tonight's meeting.

Article 2. Act on the Report of Trustees – Wayne Howe moved to accept the Report as written, Irene Bihun seconded. Motion passed unanimously.

Article 3. Shall the District authorize the Trustees to borrow money for the temporary needs of the District? – Sharon Lockwood moved to authorize the trustees to borrow money as written in Article 3, Nancy Karlson seconded. Irene Bihun asked if this Article was usually part of the annual meeting agenda and if it had ever needed to be used. Sven answered that it was a normal part of the agenda and that it had not been used. Motion passed unanimously.

Article 4. Adoption of a budget – Sven Lindholm moved to adopt the budget as presented in the Jericho Underhill Library District Annual Report, Sharon Lockwood seconded. Steve Martano asked for an explanation of the insurance line item in the Final 24/25 actual entry. Sharon Lockwood explained that last year's insurance bill had increased significantly, and she asked the provider to explain. Upon investigation, it was determined by the Vermont League of Cities and Towns that we had been overcharged due to an error in the reappraisal of the building and will be

refunded the overpayment. Wayne Howe clarified that we had actually paid the overcharge as listed in the entry; Sharon confirmed that we had and will be refunded the overpayment. Motion passed unanimously and the budget as presented was adopted.

Article 5. Shall the Trustees, upon the next renewal of the Delaporte CD, close the CD and transfer the total to the Expansion Fund – Dan clarified that CD stands for Certificate of Deposit. Dana LeBlanc moved to close the CD and Pegs Gibson seconded. Sharon stated that the value of the CD as of 6/30/25 was \$8598.07. Motion passed unanimously.

Article 6. Other Business thought proper when met – Dan stated that no motion was needed as binding decisions could not be made under this Article. Sharon Lockwood recognized retiring Library Director, Holly Hall, and thanked her for her service and dedication on behalf of the Board. Jean Archibald gave an overview of the origins of the Jericho Underhill Library District and the building of the Deborah Rawson Memorial Library (DRML). Jean talked about the location of the DRML and the value of the Jericho Town Library to serve the farther reaches of Jericho as well as policies that were originally put in place for cooperation between the two libraries. Since both libraries are planning major projects, Jean proposed that members of the two boards meet to discuss capital plans, etc. together and to keep each other apprised of our work.

Adjournment – Sharon moved to adjourn the meeting, Nancy seconded. The Motion passed unanimously, and the meeting was adjourned at 7:27 PM.

Next Board of Trustees Meeting: February 19, 2026, 7 PM in the DRML Program Room

Respectfully submitted, Pegs Gibson, Board Secretary