

Draft Minutes
DRML Board of Trustees (BOT) Monthly Meeting
June 18, 2026

Attending -

Linda Almy, Underhill; Irene Bihun, Jericho; Pegs Gibson, Underhill; Eric Gildemeister, Underhill; Holly Hall, Retiring Library Director; Abbey Heimlich, Youth Librarian and Incoming Library Director; Wayne Howe, Jericho; Nancy Karlson, Jericho; Dana LeBlanc, Underhill; Sharon Lockwood, Jericho; Pam Rice, Jericho; Susan Adams, Underhill

Call to Order - The meeting was called to order by Nancy at 7:05 PM

Agenda Adjustments – Add Strategic Planning after Building Maintenance and move the executive session to the end of the meeting.

Comments from the Public – Susan Adams reported that the Community Garden Tea will be held on 7/19 with a Robert Frost theme. Abbey and Kay will select relevant books and a request for readers will go out in the Newsletter and on Front Porch Forum with responses directed to Susan. Susan has contacted her Saxon Hill folks and requested use of their canopies again. At our next Board Meeting, we will identify a person to act as Host/Emcee at the event and figure out refreshments. Diana Dunn painted a themed door for the event again this year.

Policy Review – None

Old Business – None

New Business – None

Treasurer's Report – Holly, Abbey, and Sharon met with our Auditor on June 1 to start the formal audit process with an interview, review of documentation and assignment of other things to get to her by the end of the month. The QuickBooks migration has been challenging with a few outstanding issues to be resolved.

Secretary's Report – Irene moved to accept the May minutes, as written, Wayne seconded, passed unanimously.

Director's Report – The monthly counts were reviewed and discussed. Abbey reported that Molly McGinty has been hired as our new Youth Services Librarian, and she hopes to start June 24 or 29. Abbey has created a QR code for PayPal and Venmo payments/donations and is evaluating a free trial of a Donor Database. Abbey has scheduled her first meeting with her mentor next week.

Committee Reports -

Fundraising – The Book Barn \$5/Bag sale is scheduled for 6/25 from 3-6:30 (during Farmer's Market and their birthday celebration.) Wayne, Linda and Irene will staff the sale and plan next sale dates.

Personnel – Come early to help set up and bring refreshments:

1. An Open House Reception for retiring Director Holly Hall will be held from 12-2 on June 27th with light refreshments.
2. A Welcome reception for new Director Abbey Heimlich and for the incoming Youth Services Librarian, Molly McGinty will be held July 11th from 10-12

Building Maintenance – None

Strategic Planning – Dana and Pam met with Holly and Abbey and identified a method for gathering community input via lobby questions and a questionnaire that can be done via hard copy or online – Dana will send a draft to the Board for comments. Will survey in the Summer and again in the Fall since patrons vary by season. Needs to be clear that this is different from the Expansion surveys.

Capital Planning – On Hold

Executive Session – Pegs moved to enter Executive Session per 1 V.S.A. § 313(a)(3) which permits public bodies to enter executive session for contract matters. Linda seconded, passed unanimously, Holly and Abbey were invited to join. Executive session entered at 7:58 PM. Pegs moved to exit executive session, Dana seconded, passed unanimously. Session exited at 9:34 PM.

Adjournment – Linda moved to adjourn the meeting, Dana seconded, passed unanimously. Nancy adjourned the meeting at 9:34 PM.

Next Meeting - Regular Board Meeting: July 16, 2026, 7 PM, DRML Program Room