DRAFT Minutes
DRML Board of Trustees (BOT) Monthly Meeting
October 15, 2026

Attending – Linda Almy, Underhill; Pegs Gibson, Underhill; Eric Gildemeister, Underhill; Abbey Heimlich, Deborah Rawson Memorial Library Director; Wayne Howe, Jericho; Nancy Karlson, Jericho; Dana LeBlanc, Underhill; Sharon Lockwood, Jericho; Pam Rice, Jericho

Call to Order - The meeting was called to order by Nancy at 6:05 PM

Agenda Adjustments – None

Comments from the Public – None

Policy Review – None

Old Business – The annual appeal letter is at the printers and is on the way soon.

New Business – None

Treasurer's Report – Sharon reviewed the draft proposed budget for fiscal year July 1, 2027-June 30, 2028. It was suggested that the line for fuel cost should be increased. The telephone cost was discussed and Abbey said that some of the cost is due to long distance calls to local patrons with out-of-area cell phone numbers; Abbey will look into the possibility of changing to Fidium VOIP phone service since we already use Fidium for WiFi service and since US long distance is probably included in the monthly phone plan. Abbey will also review periodical usage – are there subscriptions that aren't really used? Abbey will file for our 5% annual withdrawal from VCF to be deposited into the capital reserve fund. The February Rawson income will be split between the capital reserve fund and the expansion fund. The Warning for the Budget Hearing on Nov. 19 will be posted by Monday by Pegs and Abbey.

Secretary's Report – Sharon moved to accept the September minutes, as written, Dana seconded, passed unanimously.

Director's Report – Abbey reported an increase in the number of patrons coming into the building and that there has been an increase in patron-led programs (Book Reading Symposium, ukulele group, etc.) It was suggested that Abbey add a line to her report with the sub-total of physical, Hoopla, and Libby items checked out. Nancy and Abbey will staff the Jericho Town Meeting table on Oct. 17th. There will be a

welcome party for Milly on Oct. 24.

Committee Reports:

Fundraising – Book barn sales have raised approximately $3,600. Wayne wrote thank you notes that members of the board each signed. The basket raffle will be cash or check only and will run through the first Sunday in December.

Building Maintenance – Wayne contacted the alarm company and will ask the fire department to do a walk-through inspection.

Strategic Planning – Dana has received about 90 surveys so far and will be collecting through the end of the year. Dana will make a QR code link to the survey for Abbey to use in various places, including raffle ticket sales.

Expansion – Kelly is working on a rough draft lower cost redesign incorporating our priorities. The newsletter will include expansion info.

Capital Planning – See above – discussed during Treasurer's report.

Personnel –Executive Session – Linda moved to enter Executive Session per 1 V.S.A. § 313(a)(3) which permits public bodies to enter executive session for contract matters; Pegs seconded, passed unanimously, Abbey invited to join. Entered Executive Session at 7:30 PM. Wayne moved to end Executive Session, Dana seconded, passed unanimously; Executive Session ended at 8:37 PM

Wayne moved to approve a 2027/2028 draft proposed budget of $416,940; Eric seconded, passed unanimously. To be discussed at the next board meeting / budget hearing on Nov. 19th. The draft represents a 0.8% increase over the current 2026/2027 budget and an increase of 2.8% in tax revenue from the towns.

Adjournment –Wayne moved to adjourn the meeting, Dana seconded, passed unanimously. Nancy adjourned the meeting at 8:39PM.

Next Meeting - Regular Board Meeting and Budget Hearing: November 19, 2026, at 6 PM, in the DRML Program Room