Johnson Public Library Board of Trustees

Meeting Minutes, October 8, 2025

Temporary Library Space in the Masonic Temple

Present: Kelly Vandorn, Suzanne Dodge, Jasmine Yuris, Eric Schulz, Jeanne Engel, Trista Tallman, Sabrina Rossi

1. **Call to Order:** Kelly called the meeting to order at 6:04 pm

2. **Adjustments or Additions to the Agenda:** None

3. **Review and Approve the Minutes for the September 10th meeting:**
   a. Kelly moved to accept w/no changes, Suzanne seconded, all in favor.

4. **Treasurer's Report - Suzanne**
   a. Lemonade stand brought in $41.91, T-shirts $30.00
   b. Jasmine inquired about the month of November time for draft annual budget? Sabrina agreed draft budget comes to November meeting.
      i. Jeanne suggested will get together with Suzanne before October 31st to go over with her since it will be her first time.
      ii. Jasmine noted will have reserve fund line and wanted to ensure unused capital funds go into from this year past. Jeanne working with Rosemary on it now to ensure numbers match. Board agreed with it being a new process (article approved in March), new clerk starting up, and new librarian, it will be important to follow up for carry over annually.

5. **Librarian's report - Jeanne**
   a. Jeanne has been working with Rosemary to transition out. Changes happening at payroll and invoices that require new approval process and dates of approval for start and finish as well as true timesheets. Rosemary is present until town meeting day.
   b. Jeanne says Big Thank You for her retirement gathering!
   c. Also Jeanne learned at the Town Selectboard meeting October 31st has been named "Jeanne Engel Day." She was very surprised as she believed she was at the meeting for RFP discussion.

6. **Update on New Library Progress – Eric**
    a. 3 bids for concrete work. Consensus was unanimous that GW Tatro was best poised to do job quickly and effectively. Recognition that site work was done free so far from GW Tatro. Kelly comment that all bids were within $200,00 budget. While GW Tatro was highest at $180,000 was still in budget and best fit. Need done by December 1st for deadline. Eric explained that Tom asked about utility work be done by November 1st across road so the patch can be completed and concrete can start 12/1.
    b. Jeanne noted that engineers' plans are just about ready so RFP can start for construction soon.
    c. Note that RK Miles will design the floor plan for free by buying their product.
    d. General contractors for RFPs will be coming out soon. Jasmine asked about timing on each. Kelly thought coming out at same time.
    e. Eric discussed boiler and explained that Tom inquired of Jerry Marshall about using old boiler. Conclusion was that didn't make sense and the current plan is to utilize a backup propane unit. Proposed tank location moved from west to east side, likely buried. Jeanne noted that she believed it would be more tied to heat pump system. Eric stated he recalled Jerry indicated that heat pumps could be programmed to kick over to propane in certain climate.
    f. Jeanne – Grants – T-Mobile granted Fletcher Free $50,000 to renovate building. Jeanne suggested worth exploring as they are quarterly and may need additional funding for projects. She noted there are also additional grants on the web page worth looking at.
        i. Kelly asked if Jasmine would look into. Jasmine agreed.
        ii. Jasmine inquired about ideas and board indicated: Indo windows, Fireplace, Refinish Floors.
        iii. Sabrina asked about lights, and Jeanne noted they all made it and were safe. Eric has been in the building and all looked well.
        iv. Eric had questions regarding the fill for front. Has there been any discussion regarding grading, design for front? He was thinking of building access to the front. Kelly noted basic discussion for elevation from engineers and recalled the picture of front Adrienne had proposed. Thinking of building access? Kelly asked about picture from Adrienne? Jasmine noted that it was a beautiful idea from Adrienne, but her understanding was that it was not an official design and didn't have stamp of approval. Kelly explained there are some plans from engineers will fill around porch and front, but not solidified. Eric suggested that fill might just be to finish grade and leave for winter.

v. Jasmine noted that she recalls "site design" that had sidewalks that were nixed and what a "birds eye" view of what would look like. There was also some grading outlined Paul's drawing.

vi. Kelly notes there is a study being done to level out Legion field, but unsure of status or plans. Also there are pictures of all the sides of the building in the building design plan, but still flexible. Kelly will send Tom email. Board felt important to address. As Kelly notes there will be landscaping and planting, so important not to bring in a bunch of gravel or other fill and then have to move out.

7. **Trees Update** –
   a. Good success with planting of Etta's tree and planting on main street.
   b. Jeanne and Kelly understood that Vermont Studio Center was "okay" and didn't want their trees replaced. However, Kelly talked to Sue who talked to Studio Center and they decided they need 3 trees and want them replaced for what was cut down. Kelly noted we didn't have a lot of money to replace trees. Sue wants to buy 2 trees to replace ginkgo trees and one maple. Sue thought would plan a tree board planting similar to Etta and Main Street Trees to operate smoothly. Discussion regarding cost of trees and requirement to replace trees and confusion over which trees were affected. Kelly believed that doesn't want community to have hard feelings, library should replace trees. Kelly states that bill should be approximately $350. Sabrina motion to replace the trees for $350.00, Kelly seconded, all board members in favor.

8. **Unfinished Business**
   a. Jasmine – the movie Art developed of library move bill is $10,000. Jasmine noted it is an amazing movie and that Art suggested considering send to VPR and get on Vermont Made. He even made a trailer. He notes that usually this type of movie caliber goes around $50,000. Jasmine called the Arts Council regarding a grant and they stated was not a viable project. Jasmine noted need to figure out where the money is going to come from for sure and keep eye out for retroactive grants. Library board discussed paying for the movie and Sabrina noted had a good amount of money from donations. Jeanne agreed. Suzanne and Jeanne go through finances and grants as there were donations that would be eligible for this payment and identify where can cover. It is a 7 minute movie and Jasmine noted that can be used for a capital campaign, identify donors, grand opening, etc.
   b. Library director interviews will be October 17th.

9. **Library Director's Position Update**
    a. Executive Session 6:42 pm.
    b. Executive session ended at 7:25 pm. Discussed interview times, candidates, and place next Friday October 17th at 1 pm and 2:30 pm.

10. **Adjourn**, Jasmine motion to adjourn at 7:27 pm, Suzanne seconded, all board members in favor.

Next Regularly Scheduled Meeting November 12, 2025