Johnson Public Library Board of Trustees

Meeting Minutes, November 12, 2025

Temporary Library Space in the Masonic Temple

Present: Kelly Vandorn, Suzanne Dodge, Jasmine Yuris, Aurora River, Sabrina Rossi

Absent: Eric Schulz

1. **Call to Order:** Kelly called the meeting to order at 6:07 pm

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

3. **Review and Approve the Minutes for the October 8th meeting:**
    a. Jasmine moved to accept w/ change to "Indo" windows corrected to "Indow", Suzanne seconded, all in favor.

4. **Treasurer's Report - Suzanne**
    a. Suzanne handed out proposed budget for FY 27, printed by Tom.
    b. Sabrina noted that at prior year approval had changed Tech Services to "Tech and Online Services" to account for expense of online such as VOKAL. Kelly noted that the best time to change titles and such for categories for budget was around the time of after town meeting as other changes were occurring. Suzanne will look into having this line updated.
    c. Sabrina inquired about where the reserve fund would be located as Jeanne was going to finalize with Rosemary before left. Suzanne looked at electronic copy and noted that it is present there but not visible on this print out. She will look into.
    d. Board reviewed other changes including heat/electricity costs and discussed that at time of FY 26 budget, board thought would be on mini splits at new location by this timeframe. It is difficult to estimate these costs when the new building isn't complete and the utilities are still being finalized regarding mini split (heat pumps) and propane back-up. Kelly will inquire of engineers (Paul) to see if can get a better estimate.
    e. Kelly moved to approve budget pending outstanding items are included (reserve fund information and electricity/heat information), Suzanne seconded, all in favor.
    f. Suzanne will send a copy to everyone once get finalized numbers.

g. Executive session to discuss end of year holiday gifts began at 6:29 pm and ended at 6:37 pm.

5. **Librarian's Report – Aurora**
   a. Thank you from Aurora to the board for a warm welcome.
   b. Sabrina asked if things are going well, Aurora noted that Kristen has been super helpful, Linda lovely, patrons have been great and she sees an amazing patron pool developing.
   c. Venmo payment came through for t-shirts, let Suzanne know that there is money in that account. Suzanne will handle.
   d. Regarding the building, Aurora is not sure of process and would like to be on the building committee. Here interest stems from being the new librarian, desire to be on the agenda for how position things interior wise. She has a few concerns on how space is designed currently. Kelly noted that the next gathering will be at the new library site this Friday at 10am. Peter and Tom will be there, Kelly will also be there, but Eric will not be present as he is out of town. Purpose of meeting is for individuals to meet to ask questions and view site for RFP development and those interested in bidding on the job. The bid window is scheduled to close day after Thanksgiving, then the committee will host a meeting when bid closes but before the selectboard meeting on Monday. Therefore likely a weekend meeting. Committee will determine who the library would like to move forward with regarding RFPs. Kelly noted the current committee will be Jeanne, Aurora, Tom, Peter, and Kelly to decide. Contract will be awarded at Monday Selectboard meeting after Thanksgiving.
   e. Jasmine asked about concrete. Aurora saw that school street had been dug up and overlaid with stone, believing the utility work was done. However, need official update on concrete.
   f. Aurora noted no other updates for her first board meeting.

6. **Update on New Library Progress**
   a. Discussion was started above as part of Librarian's report. However, Kelly noted a lot of things that went on this month:
      i. Engineering firm changes that have been rectified to move forward with project.
      ii. Fire Marshall visit – out of Morrisville, was alerted that he needed to do an inspection of the project. Peter, Eric, Tom, and Fire Marshall visited the site and the Fire Marshall believed the library needed to re-lifted from new foundation for new inspection. Were able to hire an after installation

engineer to rectify and the Fire Marshall was able to give approval and stamp.

iii. Tom resigned as town administrator. Whoever becomes the next town administrator will be involved in this project. Peter is the liaison and has been helpful. Eric Schulz has been going to building discussions and has been very helpful.

iv. Jasmine communicated that Brian R. is going for the bid, so she will recuse herself from anything that has to do with the building and any vote related to the building. Jasmine also said that Adrienne Parker is now working for Brian as well and will also recuse herself from voting due to conflict of interest. Kelly appreciates that Jasmine was helpful with art space and programming space leading up to this point.

v. Aurora reiterated that her intention of being on building committee is to contribute to certain aspects and designations of spaces. Kelly noted will certainly listen to any suggestions but stated would be difficult to change anything major or structural. Aurora agreed and noted that Kristen and Auora have had some conversations about the space and agree. Sabrina indicated that it makes sense for the librarians to be on board and identify how to utilize the space.

vi. Kelly noted about the RFPs that all construction is listed to be completed by the end of October (2 months before the deadline) 2026.

7. **Trees Update** –
   a. Three trees planted by parking lot (Vermont Studio Center) and all went well. Small, but will grow.
   b. Sabrina inquired that this should conclude tree discussions from the move and Kelly concurred.

8. **Unfinished Business**
   a. Suzanne asked about setting up an email for Treasurer. Sabrina and Kelly noted could utilize the JPL Trustees email account used for hiring library director. Kelly indicated need to protect privacy of individuals that applied. Sabrina and Kelly will work on and share credentials with Suzanne.

9. **Adjourn at 6:59 pm.** Kelly moved to adjourn, Jasmine seconded, all in favor.

Next Regularly Scheduled Meeting December 10th, 2025