Johnson Public Library Board of Trustees

Meeting Minutes, February 11th, 2026

Temporary Library Space in the Masonic Temple

Present: Aurora River, Library Director. Board Members: Kelly Vandorn, Jasmine Yuris, Sabrina Rossi, Eric Schulz

Community Members: Trista Tallman

1. **Call to Order:** Kelly called the meeting to order at 6:08 pm.

2. A**djustments or Additions to the Agenda:** Jasmine noted she was offered furniture and wants to discuss/vote if we should approve. Kelly noted can discuss as part of Unfinished Business.

3. **Review and Approve minutes** from January 21, 2026 meeting. Jasmine asked to omit specific donor name in respect to their privacy. (correct!). Kelly moved to accept to with change, Eric seconded, all in favor.

4. **Treasurer's Report:** Suzanne is not available for the meeting this evening, but reported to Kelly that there isn't really anything to update at this time.
    a. Sabrina noted that about this time, there are usually some updates on UBS/endowments? Kelly will touch base.
    b. Jasmine explained that Suzanne is going to make some sort of spreadsheet that is reflective of all donors coming through Go-Fund-Me as the letter will include how to make tax-deductible friendly. Also – if any donations come in through the library, need to let Suzanne know to include so we can stay on top of.

5. **Librarian's report** – Aurora
    a. Aurora brought a copy of the calendar they will be distributing and putting out every month. She showed the board in case want different graphics. This calendar will allow them to start cutting down on fliers. Will still disseminate some fliers, but this will help have the information in one place. Sabrina inquired if could work to have active calendar on the website as she notes pre-Covid that was a goal. Trista responded there is some calendar information on the website in a different format. Sabrina pulled up the website and showed an idea of where it could go. Aurora will talk to Adrienne.

b. Joy Worland from the state emailed Aurora regarding a panel planned for May 5th. She would like to include Johnson Library on the agenda and wants members to be a part of that panel discussion. Panel to include Aurora, Jeanne, and a trustee. The panel is titled "Northeast Summit on Climate Adaptation for Library Facilities." If anyone interested, please let Aurora know.
c. Aurora read the minutes from the selectboard meeting and inquired if for construction, we are we only focusing on original building? Kelly noted they are discussing next Friday. Catherine from State (VT Dept. Librarian) noted in a meeting with Kelly that it may be quicker to finish grant requirements. Kelly planned on saving for later in meeting, Aurora stated can as well instead of discussing here. Kelly noted that currently plan is to keep going until do not have enough money.
d. Potential minor building changes?
    i. Aurora has a lot of safety concerns for computer room and so does Kristen on the build. She pulled out the blue print and discussed that in a nutshell, the planned computer area would better work for librarian's office with a door on both sides, so can access and change the Librarian's currently planned office to the computer area. She noted that often times there will only be one librarian responsible for both building sides and they have concerns with computers and young folks. She feels that safety needs to be in mind. Can we make minor shifts in what floor plan looks like and usage?
    ii. The front was initially designed only for gathering spaces, and she inquired if books can be placed there? The board noted that certainly can put books in the front. Aurora notes definitely need reading and gathering space, but want to continue to evaluate safety concerns. Aurora gave a staffing example regarding a doctor's appointments. She has an appointment, Kristen is at hours, and Linda is unavailable. Therefore she has a volunteer librarian coming in. Is it possible for staffing to extend hours on the new building? She noted there is often someone here by themselves, but in terms of budget there is currently no room to increase hours. Sabrina noted that can ask trustees as well to step in to volunteer as several of us have done that before for these circumstances.
e. Staffing – discussion and vision for the future – need to expand hours? Sabrina provided a background of the old discussion for Aurora explaining that the current situation didn't allow for additional hours and budget, but that the board has discussed potential changes in the future with the opening of the new building. Jasmine and Kelly noted they will know more in the future. Aurora

discussed the importance of people in "both" buildings or the ability to close off one section of the building. Kelly also notes that they are still planning on the installation of cameras to facilitate safety as well. Jasmine agreed that should consider ability to close of a section of the "buildings" as we develop space and can evaluate the potential for the addition of doors. Keep in mind that we have essentially doubled the space, but we have not doubled the staff.

f. Aurora – still unclear on the copier money process. What do with funds? Give to Suzanne? Board recommended verifying with Suzanne and if she hasn't processed it yet, to check with Stacey on process.

6. **Progress Report of New Library** – Process
   a. Eric noted that based on the discussion of changed to the building, such as adding door, there is a process and that it will have to go to Brian to evaluate costs and changes and then to the Selectboard as a Change Order.
   b. For example, the Tatro bill came in higher, but there has been confusion as to who authorized changes. Tom previously handled these things, Johns is still learning. So if there are things such as changes, cost cutting, etc. then the process needs to be followed. Sabrina noted that ideas should be consolidated then because otherwise will really slow down the process and might ultimately increase costs. Peter Hammond is our liaison and perhaps can facilitate this with the Select board as well.
   c. Jasmine – On the Tatro bill it was more expensive than that bid and things were done that should not have been included with library expenses including water for the oven and power for TNL. While it was all in the same location and ultimately made sense for the town, it should not come out of library money. Sabrina asked if there was an itemized invoice? Jasmine explained that Rosemary receives the invoices and pays them. Rosemary sent this invoice to Kelly because it was almost 20,000 more than planned. Kelly will call Peter and they will work out with Tatro. Kelly requested that Rosemary not pay for the Tatro bill yet.
   d. Library walls are being built in shop currently, so construction continues.

7. **Grant Budget Shortfall/Department of Libraries Update**
   a. Kelly – last Monday had meeting with Catherine (state librarian) and Mark (contact at Dept. of Libraries). The message to Kelly from them was, that this has happened before, and here is what we are going to do to fix it. To meet grant requirements must be open, have handicap access, telehealth space, and need certificate of occupancy. We need to work to complete those items, perhaps in

the old building section and continue to raise funds to complete the newer section.

b. Next Friday Catherine and her people will come and have meeting with the building committee, Brian and Adrienne. Will figure out how to make it work.
c. Jasmine – before that meeting, building committee should gather to determine what they think and discuss how can meet everyone's needs.
d. Jasmine inquired if the Certificate of occupancy to have front open would require all the landscaping completed or can there be fragmented landscaping? Kelly was unsure and can include as questions. Jasmine and Sabrina concerned about stopping and restarting as feel that the mobilization and demobilization of construction ends up costing more in the long run.
e. Jasmine noted that it is great that we have the support, but that the VT Department of Libraries is seeing this as two dimensional to meet the parameters of the grant. Instead she thinks we should consider it multi-dimensional and all the other impacts of one route versus another.
f. Eric noted that we need to develop a plan/program that looks good to move forward. Jasmine stated this may have to include a phase one and phase two. Kelly and Eric note that Selectboard was firm and want the information in writing of the plan and that the grant does not have to be repaid. We understand Selectboard is being fiscally responsible, and we all hope to resolve.
g. Jasmine – asked how grant writing is going? Kelly stated it is going great and they have prepared the AARP grant as it is the first one is due March. Several grants due in March (Suzanne, Kelly, Jeanne) working on. Kelly noted that on some may not be eligible since we already received capital treasury money. However, she stated that Catherine did note that they were happy with outreach and splash we made with moving building. Kelly noted that with the HUD grant they needed bids and board agreed that we already have those with the contract and can add in those numbers and documentation.

8. Fundraising Status Report – Jasmine

a. Launched Go Fund Me – have some funds that came in already today.
b. Sent off to Library Patrons today.
c. More specific donor Letter went out via email that can be forwarded to anyone as well. Eric asked if this can be shared and Jasmine noted that yes, everyone can forward onward.
d. One donor has responded back to Jasmine and asked for a streamlined budget and Jasmine is working on simplifying the 99 page budget so donors can see.

e. Jasmine explained there is a JPL Fundraising drive for email blasts, letters, updates if anyone needs additional information.
f. Kelly noted her daughter stated we should put on Youtube with Go Fund Me Link. Jasmine will look into this.
g. Board discussed spreading out fundraising options and next steps and brainstormed additional ideas for fundraising including reading retreats and silent auctions.
h. Sabrina asked if we could contact those that already addressed the move (VPR, WCAX, MyNBC 5, Seven Days). Jasmine will contact. Additionally, she noted that she had completed the research to put in advertisements in the newspapers:
    i. Seven Days (full page) - $1900 for non-profit full page, $1021 half page
    ii. News and Citizen – full page $817, half page $429
    iii. Sabrina asked if could do in March – see what the momentum is for the next few weeks and then advertise if needed.
i. Town Meeting day – literature, visuals, design of the building will be at a table.
j. Jon Gregg is away currently, but in March he has offered to host a lunch at his house and invite contacts for the library to discuss plans.

9. **Trustee Positions Discussion** – No concerns. Two openings, two ballots in.

10. **Unfinished Business** – Jasmine offered furniture from Michael Mehnke – two shelves, two round shelves, benches. Board agreed to take benches and one shelf. Jasmine will let them know.

11. **Adjourn**. Sabrina motioned to adjourn at 7:30 pm, Jasmine seconded, all in favor.