

**Stowe Free Library
Board of Trustees Meeting Minutes
November 14, 2025**

Present: K.Spear, P.Lambert, S. Gaines, L.Polk, S. Calvo, S.Edwards, B.Mullin
(Director)

Absent: A.Colavito

Call to order: 8:06am

Minutes: Minutes approved as read.

Treasurers Report: Operating account \$5,733.29, Copley Account \$12,624.59, Endowment account \$1,493,555.

Friends update:

Gazina author event had ~60 attendees, events like mixer, trivia have been attracting new members (many 25-35 age group range) getting library carts, etc.

Director's Report:

Budget from town provided 3% increase (Nov 3, 2025) and the library needs to match needs to this budget (even if vendor costs increase). More interest from selectboard about increasing revenue based on Short Term Rental, Impact Fees on new buildings or other sources, so that at the last department head meeting C. Stafford asked for budget matches the current numbers but will also consider addition budget asks in case revenue increases. Library director is requesting additional part-time staff (for desk coverage) and budget for staff substitutes (to cover staff PTO). Discussion about whether volunteers can cover desk alone, which depends on the experience of the volunteer. Discussion of new equitable scheduling for staff with on-desk versus off-desk schedules and duties (office work, meetings, programs). Union contract requires two paid staff at the library at all times, and would ideally like two people at desk. If volunteer or sub at desk, the "second man" on desk can attend other duties (eg shelf reading, meetings, ILL). Manning children's circulation desk is part of the children's librarian job description. Discussion of website: still cannot make changes but director will attempt to change website to show new hours (although Google search hours have been properly updated). Update to Directors report with two complaints about new hours. Discussion of updating for back area of library and the meeting room. Discussion of using meeting room for co-working space for several hours on Wednesdays.

Facilities report:

New Business :

- Book Purchasing After Baker & Taylor Closure

- Baker & Taylor going out of business; library previously received a 30% discount.
- Alternative vendors discussed: Ingram (already used for children's materials; expanding adult collection). Micro Marketing (new vendor with VT rep). MHEC consortium exploring discounted contracts.
- Costs likely will not increase 30%; Ingram offering comparable hardcover discounts. Ingram provides pre-pub copies with embargo, enabling earlier processing.
- Reducing Amazon Reliance
 - Shipping issues due to move from UPS to USPS.
 - Proposal to use Bear Pond Books more often (10% discount, tax-exempt, local, reliable).
- Librarians and Trustees discussed Book Weeding & Collection Management
 - Removal criteria: Not circulated in 5 years. Damaged, outdated, or no longer relevant.
 - Exceptions for: Unique regional or cultural materials. Core classics (e.g., *To Kill a Mockingbird*).
 - Discussion of: Replacement copies when needed. Purchasing after flood recovery by prior staff. Balancing "core" and "contemporary" collections. Trends in nonfiction topics affecting circulation.

Next Meeting: 8:00am Friday Nov 14, 2025.

Adjournment: 9:40am