

**Stowe Free Library
Board of Trustees Meeting Minutes
January 15, 2025**

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

Absent: B.Mullin

Call to order: 8:11am

Minutes: Minutes approved as read.

Treasurers Report: Operating account \$15,396.91, Copley Account \$11,127.02, Endowment account \$1,539,870.71. Gift donations received include \$10,000 and \$1000, and upcoming \$5,000 gift expected.

Discussion of how to ensure donations flow to the correct library account, especially when gifts are sent to town offices. Note, website has been updated with gift donation page. Discuss of need to make website include "Supporting the library" information page.

Friends update:

Annual letter was sent out to PO (in the form of a recipe), but unclear if has been processed by postoffice.

Charlie Nadozzi coming for Valentine's Day.

Planned event for Shelby's cousin.

Director's Report:

Discussion with town manager about staff increase, and got pushed back that existing substitute budget is not depleted – with the advice that regular subs could be called in to augment staff instead of just substituting existing staff. Recommendation for the new library of trustees chair to lobby selectboard to increase staff. Would love to advocate for additional staff to specifically cover eventing or weekend hours.

Little free libraries approved by selectboard, and will go up in January. Food shelf issue has been solved (JCOGS will keep existing food pantry). Discussion of new book vendors (now that main supplier closed), causing delays as everyone shifts to alternate vendors.

Website is now under control of library.

Discussion of statistics, including errors caused by bots increasing catalog (ASPEN) website has now been fixed.

Facilities report:

Bookshelves received, director is in the process of painting, and then they will be installed.

Vermont department of libraries received \$14 million for projects allowed for historical

preservation of building or ADA accessibility (would like to spread to all counties, and note Johnson recently received money after flood). Director would like to apply for these grant, which would be strengthened by ADA audit supporting needs or historical preservation audit. Library director would like to apply (due March 31). Town would like library to have library pay for repaving front walkway, steps to gazebo (currently uneven and not accessible), ramp is old and not properly signed, front door is heavy (not line of sight) and difficult for those with wheelchair, walker, stroller, arthritis. Having architectural audit would help with grant.

Motion: The director will engage an architect to perform an accessibility study of the front entrance for up to \$7500. Unanimously approved.

Ideas: discuss pavers for front walk to help with fundraising.

Discussion on signage for front building – Kelley will follow up to get cost estimates.

New Business :

Marijuana dispensaries approaching to donate money to an activity or a library. For other sponsors, sponsor information is usually displayed.

Kelley suggests attendance in the day training for library of trustees through Vermont Department of Libraries.

Discussion of policies: Discussion of the differences of procedures and policies.

Endowment policy should be part of policy manual and not at the end of the bylaws – this will be checked a copy put into the policy manual.

Next month: add agenda items:

- Donation policies (eg dispensaries)
- More funding for digital collections
- Voting to extend or end the piloted hours changes
- Gift acceptance policy will be discussion and voted

Next Meeting: 8:00am Thurs February 12, 2026.

Adjournment: 9:47am