

Cobleigh Public Library Trustees' Meeting Minutes

Date: 9/24/25

Meeting called to order at 5:35 pm

Attending:

Kaitlin Wood, Director

Trustees: Jessica Simpson, President; Paula Pearce, Treasurer; Bruce Starbuck, Mary Thomas, Secretary; and Dorothy Allard, President of the Friends of Cobleigh Library

Minutes: Bruce motioned to approve minutes of the August meeting, Jess seconded.

⑩ Motion passed.

Monthly Order Sheets: Trustees signed sheets for September and a few remaining notes from August.

Treasurer's Report – presented by Paula Pearce

⑩ Endowment is doing well; it's around \$680,000. It has been steadily increasing over the course of the year, and may end the year with a surplus, if the positive trend continues. A question arose about whether a surplus can be carried over into the next year. Paula will check on this, and report back.

⑩ Paula is coming to the end of her 5-year term as trustee and will not be renewing. Signatures for a replacement will need to be provided by the end of 2025 so that the town can put the candidate on the March ballot. The question arose about whether the board can accept candidates from towns (other than Lyndon) which contribute to the Library. Kaitlin will check with the town. There was also a question about the timing of the annual appeal. Kaitlin will check with Bryn to find out when this has happened in the past.

Director's Report – presented by Kaitlin Wood

⑩ **Circulation** for August was up slightly: 2,987. A breakdown was provided.

⑩ **Number of patrons** using library increased: 1,485 in August compared to 1,183 in July. Computer use in August also increased slightly over July.

⑩ **Lyndonville Block Party** on September 6th was a success, although somewhat hampered by the rainy weather.

⑩ **Local author talks:** Paul Lefebvre came on September 11th. Turnout was good. Charles Fergus will come on October 2nd at 6 pm to read from his recent book, "Trees of New England". This talk is co-sponsored by Green Mountain Books.

⑩ **Selectboard Meeting:** Kaitlin will attend meeting on Monday, September 29.

⑩ **New events**, both formal and informal, are being added to the library's monthly calendar on a regular basis, including a cell phone class and a virtual reality program for families.

⑩ **Donations and Grants:** Donations in the amount of \$3,689 have been received in the last month. Also the Friends of Cobleigh Library contributed to the cost of Starlink wifi for the Bookmobile. The Lois Lenski Covey Foundation approved a grant for \$1,500 for books for the Bookmobile.

⑩ **E-bikes** have been sold.

⑩ **Digital** catalog has been updated.

⑩ **Shelving and displays** have been reorganized and moved to create more space on the shelves. Library of Things has been moved to the Mezzanine.

⑩ **Library's hours** will probably change on January 4th, 2026, to increase Monday's hours to 10:00 to 4:00 pm.

⑩ **Additional paid holiday:** We discussed the possibility of adding another paid holiday **Library Trustees' Meeting Minutes, 9/24/25, continued**

⑩ (MLK day), but decided to stay with the twelve that are already offered. However, the dates of the current holidays could be changed. Kaitlin will assess whether the members of the staff want to make any changes.

Friends' Report – presented by Dorothy Allard

⑩ The Friends will host the **Book sale on October 10-11th**. They will accept donations of books until September 30th. Dorothy will give Kaitlin a list of the slots needed to be filled by volunteers for the Book Sale. The Friends need to determine how to dispose of unsold books after the sale. Bruce suggested an organization that might take and distribute them without the need for sorting.

⑩ The Friends have discussed making a contribution to pay for **Kanopy**, since the state has discontinued its funding, but have decided not to do that right now.

⑩ The Friends' Treasurer will be putting together a **cost(time)/benefit analysis** of the income generated over the last three years by the three events that the Friends sponsor: plant sale, bake sale, book sale.

⑩ The next meeting of the Friends is Tuesday, September 30th.

Old Business

⑩ **Building inspection** on August 12th resulted in 3 safety recommendations, all of which have been implemented and paid for by money from sale of E-bikes.

⑩ **Painting the building:** Kaitlin has gotten 2 quotes so far, and one more is pending for the middle of October. Contractors must be lead-safe certified, which significantly increases the cost. Kaitlin has been doing some fundraising for this.

⑩ **Coin drop** is September 27 from 9:00 to 3:00. Slots have filled out recently.

⑩ **Round Hill Security Alarm System** is not working well. Kaitlin has been in contact with them for repairs, but they have not been forthcoming. Kaitlin will follow up.

New Business

⑩ **New Bookmobile:** Kaitlin presented four possibilities to replace the current bookmobile, ranging in price from \$35,900 to \$60,920. It was determined that the amount of space for books was the primary consideration, and that such a large dollar item should be carefully considered over the next year.

⑩ **2026 Budget Preparations:** The budget needs to be submitted to the town by early December. Paula will check on the exact date. Her advice is to pay special attention to the building repairs piece, as that seems to be where surprises often occur, as well as projections from the variable fund-raising events, which should not be overvalued.

Next Meeting and Adjournment

⑩ October 22, (4th Wednesday) 5:30 pm

⑩ Bruce motioned to adjourn at 7:40 pm., Mary seconded. Motion passed.

Respectfully submitted by Mary Thomas