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VERMONT BOARD OF LIBRARIES

MINUTES OF MEETING - DRAFT

July 9, 2024

10:00am-12:00pm

Meeting Conducted Virtually via Microsoft Teams

Board of Libraries Members in Attendance: Tom Frank (Chair), Adriene Katz (Vice Chair), Lisa Barron, Roderick Bates, Jennifer Fels, Linda Saarnijoki and James Saunders

Others Present: Catherine Delneo (Secretary to the Board, State Librarian, and Commissioner of Libraries), Jess Leal, Lauren Kelley, Janette Shaffer, Tom McMurdo, Joshua Muse, Karen Gravlin, April Shaw, and Kevin Unrath

Call to Order: [00:00:00]

Chair Tom Frank called the meeting to order at 10:00am and took roll call. All members of the Board were present. Catherine Delneo introduced herself and Department staff present.

Changes to the Agenda: [00:06:43]

Tom Frank called for changes to the agenda. There were no changes to the agenda.

Public Comment: [00:07:00]

Tom Frank called for public comment. There was no public comment.

Approval of April 23, 2024 Board Meeting Minutes: [00:05:10]

Supporting document:

<https://libraries.vermont.gov/sites/libraries/files/documents/04%2023%202024%20BOL%20Minutes%20-%20FINAL.pdf>

Tom Frank called for a vote to approve the minutes. The Board voted unanimously to approve the minutes.

Vermont Board of Libraries Bylaws Review: [00:07:49]

The Board reviewed and discussed updates to bylaws, last revised 05/13/2014.



Supporting Document: Bylaws with added suggested edits and notes for discussion
https://libraries.vermont.gov/sites/libraries/files/AboutUs/Board/Supporting_Documents/DRAFT%20EDITS_Vermont%20Board%20of%20Libraries%20Bylaws%20rev.%2007%2003%202024.pdf

ACTION ITEM: Board Secretary took note of suggested edits and will provide updated document with a goal of voting on revised Bylaws at the October 2024 meeting.

Required Training for Board appointees: [01:17:35]

Catherine Delneo instructed Board members to reach out to Executive Staff Assistant, Jess Leal, Executive Staff Assistant, should they need assistance logging into the training site. (Jess had coordinated with CAPS (Center for Achievement in Public Service) regarding assigning the trainings and emailing members.)

Board members should complete this training as soon as possible.

Members who have already taken these training modules can present a certificate or attestation to the Board Secretary.

State Librarian's Report: [01:21:26]

Catherine Delneo provided a summary of information from the State Librarian's Report, July 2024

Supporting document:

https://libraries.vermont.gov/sites/libraries/files/AboutUs/Board/Supporting_Documents/State%20Librarian%20Report%20to%20Board%20of%20Libraries%20July%202024.pdf

Closing and Adjournment: [01:33:23]

The Board was reminded the next meeting is October 8, 2024 from 10:00am-12:pm and invited agenda items.

Tom Frank called for a motion to adjourn the meeting. Linda Saarnijoki made a motion to adjourn, and Jennifer Fels seconded the motion. The Board voted unanimously in favor of adjourning the meeting. The meeting adjourned at 11:47 am.

Respectfully submitted,
Catherine Delneo, Secretary of the Board

Time stamp to reflect [Hours: Minutes: Seconds] in the meeting recording.

