

**Department of Libraries**  
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## **VERMONT BOARD OF LIBRARIES**

### **MINUTES OF MEETING - DRAFT**

**October 8, 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, Jennifer Fels, Linda Saarnijoki and James Saunders

**Others Present:** Catherine Delneo (Secretary to the Board, State Librarian, and Commissioner of Libraries), Jess Leal, Mackenzie Boyle, Lauren Kelley, Janette Shaffer, Joshua Muse, Mark McClary, 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.

Attending Board members introduced themselves.

Catherine Delneo introduced herself. Department Staff introduced themselves.

**Changes to the Agenda:** [00:04:29]

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

**Public Comment:** [00:05:12]

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

**Approval of July 07, 2024 Board Meeting Minutes:** [00:06:02]

Supporting document:

<https://libraries.vermont.gov/sites/libraries/files/documents/07%2009%202024%20BOL%20Minutes%20DRAFT.pdf>

Lisa Saarnijoki motioned to approve the minutes. Adrienne Katz seconded the motion. The Board members in attendance, voted to approve the minutes.

**Vermont Board of Libraries Bylaws Review:** [00:08:19]

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/documents/BOL\\_Bylaws\\_100824\\_Draft.pdf](https://libraries.vermont.gov/sites/libraries/files/documents/BOL_Bylaws_100824_Draft.pdf)



Adrienne Katz noticed an edit to be made in Article IV, Section 1:  
Change of address from “Waterbury VT 05676” to “Barre VT 05641”

Lisa Barron motioned to approve the Bylaws with the revision to Article IV.  
James Saunders Seconded.

All Board Members attending, voted to approve the Bylaws with the revision noted above.

**State Librarian’s Report:** [00:17:38]

Catherine Delneo provided a summary of information from the State Librarian’s Report, October 2024

Supporting document:

<https://libraries.vermont.gov/sites/libraries/files/documents/State%20Librarian%20Report%20to%20Board%20of%20Libraries%20October%202024.pdf>

**Closing and Adjournment:** [01:20:38]

The Board was reminded the next meeting is January 2, 2025, from 10:00am-12:pm and invited agenda items.

Tom Frank called for a motion to adjourn the meeting. James Saunders made a motion to adjourn, and Lisa Barron seconded the motion. The Board members in attendance, voted in favor of adjourning the meeting. The meeting adjourned at 11:21 am.

Respectfully submitted,  
Catherine Delneo, Secretary of the Board

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

