

When: 6:30p, Tuesday, December 2, 2025 / Where: Zoom

Attendees: Gretchen Wetherby, Jim Martineau, Lydia Ievins, Miryam Vesset, Pam Allan, Tamara Kaplan, Tricia Perham, Will Quale / Library Director: Caitlin Kelley / Resigned: Susan Dorais

6:32 Call to order, intros

Public comments — nope

Minutes from 11/3/25 approved

6:34 Director's report — lots of heartwarming stats/quotes. CK was recently approved for ALA's resiliency / sustainability class, hoping to use that to help think about our new lib building.

6:39 LBSC — [agenda item is later]

6:39 Community Outreach — 1st Fri event was well attended.

6:40 Strategic Planning — met to approve Action Plan, very similar to last year's, now officially approved by state means we can apply for grants. Should be getting Angela's \$8k teen grant soon.

6:41 Building — just met, approved 2 years' worth of minutes. Discussed radon situation in Carnegie: will take recommendation of adjusting ERV system and replacing filters. If that doesn't work, we'll try to get a 2nd quote on the remediation. Cmte will meet in early Jan if levels are still over 2.

6:42 Personnel — hasn't met. CK: will submit same request for add'l staff person, though it will not be approved, since we are being asked to slash budgets. Did get Kimber 3 more hours/week, which will be useful.

6:43 Budget —

- Just met yesterday: MV + PA, with WQ + CK. approved FY27 budget, and also the one with 2% reduction.
- CK: in order to fund Kimber's position, I made some cuts to our CW/MARS line. Cut back a little of maint budget, so won't be able to wash windows. Cut back cost of tent, bc could raise \$ for it (GSB sponsorship?). Cut back fuel oil bc has been lower, cut Angela's supply budget bc she didn't use it all.
- Budgets approved unanimously.

6:50 Secretary — nope

6:50 Friends — provided refreshments for oral history event, Vicki made a quilt for the raffle, raised ~\$1100.

6:51 Discussion: approve MPLCP Level of Design

- CK: bldg orig 16k-ish sqft, wound up being 20k sqft, same as what it was last time. TP: but that 16k- whatever didn't take into account any storage, mechanicals, bathrooms. this is a pretty efficient use of space. CK: state ended up admitting that they'd given us the wrong formula. feel confident that that our space is being used effectively, and we have storage.
- Vote to accept docs for submission passed unanimously.

7:10 Discussion: Communication Services proposal

- LP proposal = \$3k/mo retainer, PLUS: graphic design, supplementary web design, printing/mailing/postage [*District Wide mailer, Info Postcards, and Vote-Yes mailer each ~\$2k+*], advertising [*digital ads minimum spend \$3500*], donor/voter databases [*\$500–1000*], travel expenses.
- Timing of town vote now in question. We had assumed a special election in June, now possible we might have election on 5/18 after Annual Town Meeting on 5/2, that's quite a scramble. Matt Lord is working it

out with Walter and Wendy and Elizabeth Irving. Costs ~\$10k to run an election. TP: Could we help offset that cost? WQ: School district and Tech School have both offered to pay for cost of running a special election. AE: Hard enough to get people out to one election. CK: Easier for us if a special election: people who turn out are the lib supporters.

- Total cost? CK: 4 months, \$12k retainer + maybe \$2500 for at least one info postcard/mailer to whole community. TP: need to do at least 2 mailings. CK: we can fund from Donations, have \$36k. TP: # registered voters? WQ: over 6k, but 4500 households.
- Voted unanimously to move forward with hiring Libby, possibly starting in Feb rather than mid-Jan.

7:46 Discussion: Carnegie \$10k gift — table. CK: we sent them a thank-you email, sent out a press release.

7:46 Discussion: branding implementation — CK will connect LI with Elena and Jim.

8:01 Discussion: fate of Mackie the moose — Chelsea, head of Clean Water Facility, is also a taxidermist, has offered to mount just his antlers on a wooden plaque as a donation. Unclear whether this is a thing we'd want. Maybe we can ask her to adopt him and/or any of our other taxidermy? WQ will follow up. Tabling further discussion until we move to new location.

8:11 Items not anticipated —

- CK: is it okay if we have a collection box for cameras and camera equipment in Montague Center for VT Center for Photography? They sell, proceeds go to the VT Center, which sells them at discounted rate for people to explore. Jake said they didn't have space, Kate was interested. LI: will reach out to Willoughby for a Montague connection.

8:14 Upcoming meetings:

- Building — early Jan, CK will send out doodle poll
- Full Board — Mon, 1/26/26, 6:30p on Zoom

8:16 Adjourned

Documents reviewed: Director's report (Oct–Nov), Youth services highlights (Oct–Nov), FY27 Budget Narrative, Library FY27 Budget [proposed], Library FY27 Budget with Reduction [proposed], S/S Narrative Combined Design, MPLCP Submission Narratives, Space Summary Chart, Structural Narrative FINAL, Drawings FINAL, Geotech Report FINAL, Engineering Report FINAL, Climate Resilience Report FINAL, Communication Services proposal, Branding Implementation notes

Respectfully submitted,  
lydia ievins ∴ Secretary ∴ Montague Public Libraries Trustees