

**Groton Free Public Library, Groton, VT**  
**Library Trustee Meeting**  
**Thursday, January 8, 2026**

The duly warned meeting of the Library Trustees was held at the Groton Free Public Library on January 8, 2026.

Trustees in attendance were Jennie Gaiss, Chair (remotely); Deborah Jurist, Treasurer; Dawn Evans, Secretary; Donna Russo-Savage; and Wayne Knott. Also in attendance was Sarah Spira, Library Director.

Jennie Gaiss called the meeting to order at 6:12 p.m.

**December 4, 2025, Minutes:**

Deborah Jurist made a motion to approve the draft minutes of the December 4, 2025, meeting of the Trustees. Donna Russo-Savage seconded the motion. The motion passed unanimously.

**December 26, 2025, Minutes:**

Deborah Jurist made a motion to approve the draft minutes of the December 26, 2025, meeting of the Trustees. Donna Russo-Savage seconded the motion. The motion passed unanimously.

**Treasurer's Report:**

Deborah reported that she just came from attending the SelectBoard meeting, during which she presented the budget approved at the Trustees' December 26 meeting, which includes a 9% increase for the Library Director and a 6.6% increase for the library assistant. The SelectBoard approved including a figure for the library that is \$1,475 less than what was submitted, representing inclusion of the same percentage increase for both library employees that is being given to other town employees. Deborah suggested that the Trustees make up the \$1,475 difference by shifting a like amount from the 100 account expense category to the 400 account expense category, which includes nontaxpayer monies. Donna Russo-Savage made a motion that we move \$1,475 from the Books and Digital line item in the 100 account to the Books and Digital line item in the 400 account. Wayne seconded the motion. The motion passed unanimously.

Jennie thanked Deborah for her work and the donors for their generous donations that made this move possible.

Deborah said the library's report to be delivered to the town for inclusion in the town report is almost ready and will be adjusted to reflect this vote.

Deborah said that the reports she has received on the current year's budget and actuals are still not quite in the format that we expected. There are some items that clearly are listed in an incorrect category. There will still need to be some work done on this.

**Library Director's Report:**

**Attendance Statistics**

Library Visitors 2026				Monthly Totals							
	Adult	Young Adult (13-19)	Children (0-13)		2021	2022	2023	2024	2025	2026	
Jan.				Jan.	32	58	131	251	304		
Feb.				Feb.	49	99	192	267	255		
Mar.				Mar.	86	154	266	288	281		
April				April	41	171	335	227	275		
May.				May.	85	104	187	239	325		
Jun.				Jun.	109	200	301	219	456		
Jul.				Jul.	78	168	251	307	434		
Aug.				Aug.	167	185	348	379	326		
Sept.				Sept.	91	107	215	285	347		
Oct.				Oct.	113	237	335	630	716		
Nov.				Nov.	194	144	154	292	258		
Dec.				Dec.	187	144	312	479	365		
<b>Yearly Total</b>				<b>Yearly Total</b>	<b>1232</b>	<b>1771</b>	<b>3027</b>	<b>3863</b>	<b>4342</b>		

### Circulation Statistics

	Physical Checkouts & Renewals
Jan	319
Feb	269
March	247
April	270
May	215
June	244
July	262
August	267
Sept.	262
Oct.	240
Nov.	197
Dec.	142
<b>TOTAL</b>	<b>2934</b>

		Biblio+ , Mango Launched 9/2024	
	2023	2024	2025
<b>Physical Items</b>	2297	3413	2934
<b>Audiobooks</b>	617	902	948
<b>E-Books</b>	627	332	327
<b>Biblio+</b>	x	19	93
<b>Mango</b>	x	31	9
	<b>3541</b>	<b>4697</b>	<b>4311</b>

The Planning Commission is working on an update to the Town Plan. Sarah noted that we should be thinking about contributing to the Library portion of the town plan.

### Administration

Sarah has the financial portion of the library's portion of the town annual report near completion. Sarah has distributed the draft narrative. It has been reviewed and some editing has been done. It will be submitted this Saturday morning.

She is preparing to work on the annual report to be given to the Department of Libraries.

### Programs & Events

Sarah would like to pilot an afterschool program. She has been talking to the mentor of the Tweens & Teens and the Harm Reduction program. They have decided to apply for a Vermont Humanities Rapid Response Grant. The cost of a pilot for one year would be \$3,400.

Depending upon whether the Rapid Response grant is obtained, some portion of the \$3,400 would have to be funded by the library. The program would be one day a week from 3:00 to 4:30 on a school day, with a pause during July and August. The curriculum would partner with the Harm Reduction curriculum, with part of the time spent in the library and part of the time in the community.

**Community Connect Grant:**

Sarah still needs to follow up with Donna, Deborah, and Lisa about the procurement methodology and how to acknowledge the donation.

Sarah is working on compiling a “wish list” of technology that will enhance library services, with input from Gary, Terrence and library patrons.

Sarah has a meeting scheduled with Katie Moritz on January 22 to discuss program collaborations with the Hub, including “Health Bites” from the UVM Outreach Coordinator on accessing Health Information Online among other opportunities.

**Capital Improvements Grant:**

A meeting is scheduled for January 15, 2026, with RuralEdge, Kingdom Construction, Sarah, Deborah, and Dawn. At that meeting, Bob (with Rural Edge) will highlight what adjustments have had to be made that may impact scope of work. The goal will be to ensure that, with those adjustments, the scope of work still comports with the Department of Libraries grant requirements.

The Department of Libraries has requested quarterly meetings until the completion of the project. The first meeting is January 21. An invitation has been extended to RuralEdge. The last 2025 Quarterly Report is due January 23.

**Policy Review Committee:**

There was some discussion of the draft. The trustees decided to defer further discussion to the next meeting.

**Annual Appeal Update:**

We are blown away by the generosity of the community and our supporters who believe in the work we do here. There are five outstanding thank you notes to write.

2011	\$2,080.00	
2012	\$1,665.00	
2013	\$2,695.00	
2014	\$2,400.00	
2015	\$1,923.25	
2016	\$3,755.80	
2017	\$2,895.70	
2018	\$3,700.00	
2019	\$3,300.00	
2020	\$5,745.00	
2021	\$4,433.79	
2022	\$3,815.00	
2023	\$4,690.00	
2024	\$4,985.00	
2025	\$24,825.00	32 donors As of 1/2/2026

**Friends Report:**

There is no report at this time.

**Public Comments:**

No members of the public were present.

**Next Meeting:**

The next regular meeting is Thursday, February 5, 2026, at 6:00 p.m.

Wayne made a motion to adjourn. Deborah seconded the motion. All approved and the meeting was adjourned at 7:48 p.m.