

Groton Free Public Library, Groton, VT
Library Trustee Meeting
Thursday, September 10, 2026

The duly warned meeting of the Library Trustees was held at the Groton Free Public Library on September 10, 2026.

Trustees in attendance were Jennie Gaiss, Chair; Dawn Evans, Secretary; Deborah Jurist, Treasurer; Tonya Stetson; and Wayne Knott. Also in attendance was Sarah Spira, Library Director.

Jennie Gaiss called the meeting to order at 6:09 p.m.

August 10, 2026, Minutes:

Deborah Jurist made a motion to approve the draft minutes of the August 10, 2026, meeting of the Trustees. Tonya Stetson seconded the motion. The motion passed unanimously.

Treasurer's Report:

Sarah reported that our credit card transferred from American Express to Mastercard and there is an outstanding payment check that hasn't yet been applied to the proper creditor. She is working with Lisa Hart to see if they can get it sorted out in order to avoid the finance charge for the late payment.

Deborah reports that we are quite overbudget in the required employment insurance categories. We budgeted based upon past information, which ended up not being an accurate estimation of the cost. The Trustees noted that we are reliant on the information we receive from the town in budgeting this item.

Library Director's Report:

Operations/Buildings and Grounds

On August 18, the building was sprayed for bugs. An inspection of the fire extinguisher is scheduled for September 15.

Programs and Events

Plans for Fall Foliage Day include two area authors who will be on hand, as well as the Montagues, and a story walk is planned for outdoors.

Grants

Community Connect Grant

Sarah didn't realize that phone service wasn't included in the NEKCV proposal for free internet service. We have added two phone lines – one for service, one for faxing.

Out of the \$17,000, we have spent \$15,541.76 so far. All of the purchases have arrived. Gary and Terrence are on deck to set up what's been received. Kingdom Construction will be helping to install the screen on the second floor. Martin Klein has helped in calculating the distance required between the screen and projector. Sarah had hoped to purchase a Mac computer to offer that to patrons so that they can test it out. She will be meeting with Allison about this.

Capital Projects Grant

A lot is happening every day they are here. They were back on site on August 17. We have weekly meetings with Rural Edge and Kingdom Construction to stay on top of everything. The roof is complete, the siding is mostly done. They are working on the interior components when the weather is bad. The doors and the workstation will be done on inclement weather days. The generator is expected next week. Irving Oil will deliver the tanks thereafter. The town has received the payment requisition for one payment. Commissioner Del Nao has communicated the Department's desire to incorporate the contingency amount into an amended agreement that will specify the remaining work to be done with those funds, in order to streamline reporting and payment. The amendment will be sent to Patrick Shattuck and Lisa Hart for signature.

302 Cares – Request for Funding Proposal

Sarah received a request from 302 Cares, asking Sarah, Jodi and Titan to identify community needs in relation to substance use prevention work. After an initial meeting, Sarah sought additional clarity from 302 Cares. They have shared that they are interested in all of the proposals. Sarah asked the trustees for support of her doing some preliminary, exploratory research into the concept of the library renting Unit B of the adjacent building as a designated youth center, funded by a grant. Sarah has already submitted a proposal seeking \$1400 for the 2026-2027 Tween/Teen Nights.

Deborah and Jennie supported the idea. Dawn raised questions about having programming in non-contiguous space, how it would be staffed, whether there would be insurance implications for holding activities elsewhere, and whether this could spread Sarah too thin, given how many things she is already doing. The trustees supported Sarah's request to look into the idea.

Vermont Humanities Project Grant

Sarah has completed the report pertaining to the 2026 Summer Program Grant.

Sarah provided the following information about a proposal for 2027:

It Takes a Village Program Budget Proposal for Vermont Humanities for 2027	
Expense	Description
\$2,475.00	33 Sessions at \$75/ Session- Thursdays Jan 2027-Dec. 2027
\$1,800.00	Curriculum Development (labor & activity-related expenses)
\$2,100.00	RCT Transport for 6 Field Trips \$140/ Hour (\$280-\$420 per trip)
\$1,100.00	Program Support and/or Presenter Stipends (\$50/session, up to 22 sessions)
\$7,475.00	Program Total
\$5,000.00	Vermont Humanities Project Grant Proposal
\$2,475.00	Total Spent From Library Program Budget

The current budget covers baseline facilitation of the program by one person, and limits our community engagement to walking distance opportunities. This proposal will allow us to: (1) expand participation to youth as young as eight by adding a second facilitator during program hours; (2) facilitate at least six field trips to local destinations, such as Groton State Park, historical sites, farms, and small businesses; and (3) further develop of our program curriculum to engage youth in enriching activities, including theatre and art in the park, and journalism and oral history projects.

If we get the grant of \$5,000, we will need to budget for \$2,475.00 to cover the full list of items.

Jenny asked whether there are already in place permission slips, etc., for any of these programs. Sarah says they would be part of the application process for anyone interested in participating.

Website

Terry Miller has migrated the site to a new format and Sarah needs to schedule a date with her to fine tune some of the elements of the site. Sarah plans to carve out a chunk of time to meet with Terry and connect with her about the things she hasn't yet figured out how to do.

Attendance Statistics

Library Visitors 2026			
	<i>Adult</i>	<i>Young Adult (13-19)</i>	<i>Children (0-13)</i>
Jan.	182	41	69
Feb.	178	48	67
Mar.	165	53	70
April	273	82	113
May.	285	76	92
Jun.	273	70	93
Jul.	279	102	124
Aug.	200	50	65
Sept.			
Oct.			
Nov.			
Dec.			
Yearly Total	1835	522	693

Monthly Totals			
	<i>2024</i>	<i>2025</i>	<i>2026</i>

Jan.	251	304	292
Feb.	267	255	293
Mar.	288	281	288
April	227	275	468
May.	239	325	453
Jun.	219	456	436
Jul.	307	434	505
Aug.	379	326	315
Sept.	285	347	
Oct.	630	716	
Nov.	292	258	
Dec.	479	365	
Yearly Total	3863	4342	3050

Circulation Statistics	Checkouts & Renewals	Ebooks	Audiobooks	Biblio+	Mango
Jan	192	37	94	28	1
Feb	221	27	72	26	2
March	153	34	58	24	5
April	179	28	77	27	4
May	154	31	61	29	0
June	180	19	66	27	0
July	312	51	91	22	0

August	285	29	77	19	9
September					
October					
November					
December					
2026 Totals	1676	256	596	202	21
<i>2025 Totals</i>	<i>2934</i>	<i>327</i>	<i>948</i>	<i>93</i>	<i>9</i>

Policy Committee

No update to report.

Friends

Friends have started quilt raffle for Fall Foliage.

Next meeting

The next meeting is scheduled for Thursday, October 8, at 6:00 p.m.

A motion to adjourn was made by Dawn and seconded by Wayne. The motion passed.

The meeting was adjourned at 7:32 p.m.