

Groton Free Public Library, Groton, VT
Library Trustee Meeting
Thursday, October 8, 2026

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

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

Jennie Gaiss called the meeting to order at 6:07 p.m.

September 10, 2026, Minutes:

Wayne Knott made a motion to approve the draft minutes of the September 10, 2026, meeting of the Trustees. Tonya Stetson seconded the motion. The motion passed unanimously.

Treasurer's Report:

Deborah Jurist noted that the insurance expenses are overbudget; but we have no control over that.

Deborah and Sarah have discussed unspent funds in the computer maintenance account within the 400 category. Noting that prices have gone up since the original list of equipment to be purchased with the NEKCV money was made available, Sarah has plans to utilize some of that category of funds to purchase what was not covered by the NEKCV grant. Also being discussed is the thought of purchasing gift cards for Gary and Terrence for all of their work that has been done to date without remuneration. There is about \$300 available. We don't have to make a decision about this at this meeting. It is anticipated that they will do some work in the coming month.

Sarah is spending all of the grant monies. Work funded by the Capital Improvements Grant will need to be done by November.

Deborah said we should think about using some funds in the 400 account in the future to pay staff that will be involved in temporary, part-time programming. Sarah has obtained some information from the Stowe library that she will digest, which might be helpful in sorting this out in handling payments out of grant funding.

Payment to a person who substituted for Sarah while she was on vacation will be accomplished by adding him as an employee and paying him out of the assistant librarian budget category.

Jennie noted that the SelectBoard has scheduled Budget Day for November 21.

The budget committee will be meeting this coming week.

Library Director's Report:

Operations/Buildings and Grounds

Sarah has reached out to Rural Edge regarding snow removal. Rural Edge said they will be monitoring the snow and will arrange for it to be moved if it begins to significantly impact visibility, access, or parking.

Planning Commission/Town Plan

Sarah noted that the timeline for a completed, proposed plan is June 2027.

Emily Pratt, chair, noted that in the economic development portion of the plan they have added language recognizing that the Library offers some after school and summer programs, and suggesting that the Town seek resources to support and develop these Library services to develop additional programming for school-age children.

The Planning Commission has invited input from the Library about how the Library fits into the Town Plan. Sarah noted it may be helpful for one of the trustees to act as a liaison to the Planning Commission regarding the Library's portion of the Town Plan.

Sarah notes that, as the Library itself approaches future planning, it may be helpful to get community input. Sarah thinks doing strategic planning in January and February would be timely for inclusion of those plans in the draft of the Town Plan.

Jennie will bookmark addressing the formation of a Strategic Planning Committee in January.

Programs and Events

There were 213 visitors during Fall Foliage Day. Sarah thanked Tonya for coming in during the morning. We gave away a number of children's books. We had over 300 connections to the WiFi over the course of the event. The day went really well. Sarah is grateful for all of the help and support. She expressed appreciation for the Friends of the Library, and for all of the Crafts and Conversations members for contributing quilts and afghans. Everyone who won has picked up their item. She thanked the Montagues for their work with folk art.

Grants

Community Connect Grant

Sarah has requested the purchase of all of the final items. As prices have gone up, it has adjusted what can be purchased. She will be using some of the 400 funds to make up the difference in obtaining the items originally contemplated.

Sarah had a recent meeting with the tech person from the Bradford library, together with Gary and Terrence, obtaining some suggestions about how to set up the new equipment.

Sarah plans to send a letter to NEKCV acknowledging the gift.

Capital Projects Grant

Weekly meetings are still taking place.

Most of the exterior work has been done, except for the painting. The generator needs to be connected. The fire alarm panel and the electrical panel in the basement still need work. Grounds work was done today.

The lattice work on the front porch has been completed.

Sarah is waiting to process invoices from Rural Edge to be submitted to the Department of Libraries.

302 Cares – Request for Funding Proposal

Sarah has inquired with Rural Edge about the cost of renting additional space.

Website

Sarah has done a lot of work on the website in the past month. She feels like it is getting close to putting it online.

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.	178	55	60
Oct.			
Nov.			
Dec.			
Yearly Total	2013	577	753

Monthly Totals			
	2024	2025	2026
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	293
Oct.	630	716	
Nov.	292	258	
Dec.	479	365	
Yearly Total	3863	4342	3343

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	189	27	65	10	1
October					
November					
December					
2026 Totals	1865	283	661	212	22

<i>2025 Totals</i>	2934	327	948	93	9
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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
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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>
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Policy Committee

The next meeting is October 27th and they will be discussing the financial policies. Deborah will be involved.

Friends

Jennie expresses thanks for all of the volunteers who helped making Fall Foliage Day a success.

Next meeting

The next meeting is scheduled for Thursday, November 12, at 6:00 p.m.

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

The meeting was adjourned at 7:00 p.m.