Bent Northrop Memorial Library
Trustee Meeting Minutes
Date: 8/20/26, 4:30pm

In person: 164 Park Street, Fairfield, VT 05455
Virtual via Zoom:
https://us02web.zoom.us/j/84531080029?pwd=aWI6xGcIAGQsQytCliz7UHnU1FRU8h.1 Meeting ID: 845 3108 0029
Passcode: 147816

Call to Order: Sorel called the meeting to order at 4:34 PM.

Attendance: Sarah Allerton, Luann Ross, Dory Cummings, Sorel Chaput, Larry Edelson, Cathy Ainsworth, Geoffrey Pac, Michele Feiner, Susan Magnan

Public to be Heard: None

Approval of Minutes from Previous Meeting(s): Michele made the motion to approve the minutes from 7/16/26, Geoff seconded. Motion passed 4-0.

Approval of Warrants: Will be approved next month.

Treasurer's Report: Cathy compared where we were in the budget last year versus this year. She said 86% of our revenue has been received so far, and are on track for this year.

Librarian's Report: There were a few issues with door locks which have been rebuilt or repaired, new keys made. The town crew fixed the flagpole rope again. Three computers have needed attention. The first one was fixed and the next ones will be repaired soon. Sarah is looking into the warranty on these.

There was great attendance for the Summer Reading Program wrap up party!

Sarah met with Kelsey, the principal at the school, about partnering this school year. Kelsey is hoping to do more community outreach, including school programming based in the BNML building. Sarah shared her concerns about sports teams using the library appropriately. It seemed like a productive meeting to build some collaboration opportunities.

A new substitute has been hired and going through onboarding/training.

We will reopen Mondays after Labor Day (9/7).

See Librarian's Report for more details.

Friends Report: Dory and Luann shared the Friends' planning is well underway. Sarah needed to apply for a special permit for the event to serve alcohol, which has been

approved at this time. The fire watch protocol is taken care of as well, including a fire patrol every fifteen minutes. They have a goal of having all donations in by Labor Day. Posters have gone up.

Business

- A/V purchases update: Larry narrowed down a few options for TV stands, and we picked one that looks like it fits our needs. Sarah will just check with the IT person.
- Library signage: The group compared two quotes and are narrowing down some choices, mostly deciding between acrylic vs aluminum.
- Programming Policy final draft: After a few minor corrections, Michele made the motion to approve the Programming Policy, Susan seconded. Motion passed 5-0. The next policy to work on would be the social media policy.

Agenda Items for Next Meeting: Performance reviews

Adjourn: Sorel adjourned the meeting at 6:23 PM.

Next Meeting: 9/17/26, 4:30pm

Schedule for Trustees at Friends meetings:

September 10th: Susan

October 8th: Susan

November 12th: Susan

December 10th: Sorel