Salisbury Library Board Meeting May 18, 2026
Board members present: Kate Williams, Alison Metcalfe, Gay Truax, Janet Mosurick, Chris Naylor, Deb Brighton, List Durst, Kathy Clarke, and Samantha Smith
Library Director: Alissa Shethar

Call to order at 5:28 pm
Janet M. motioned to approve proposal F, the 10% raise option for the Library Director and Non-Director positions. The motion was unanimously approved.

Secretary's Report
Gay motioned to approve the April meeting minutes. Unanimously approved.

Treasurer's Report
●Two light pendants have been purchased.
●The recalled AC unit has been taken to the dump, Thank you Lisa and family for your assistance. The request to send the refund as a cheque was made.
●A new story book walk is nearly ready to be placed on the Pitch Pine Trail.
●The electric bill should return to normal as heating needs decline.

Lisa motioned to approve the Treasurer's Report. Unanimously approved.

Budget Report
●Alison proposed the Board contribute $20, per member, to fund the Christmas gift for the Library staff. The proposal was met with great support and the Board will plan on contributing $20 or so to the fund.
●Reminder that the Library is not defined as a "non-profit" but donations are tax-deductible.

Janet motioned to approve the Budget report. Unanimously approved.
Library Report
●Chris and Alissa reported a great trip was had, and two small lamps were chosen. Glen Anders approved lamps!
●The Collaborative for Summer Programming has announced the theme for this summer is "Unearth a Story". The summer art and kids' activities, and the summer reading challenges will have archeological themes. If you know of any archeologists who would like to talk to us, let me know.
●Louis will not be able to help host tech night for the foreseeable future. Alissa will follow-up with a couple of ideal people, as will Lisa. Lisa will reach out to a contact from Middlebury College.
●Sustainable purchasing Policy needs a vote, as part of our certification.

Kathy motioned to approve the Library Director's report. Unanimously approved.

Communication Update
●Efforts to create an E-Newletter is underway. Topics include events, monthly calendar, annual appeal awareness, and library of things (new passes).
●Kit.com is currently being explored as a communication application for the newsletter.
●Lisa and Alissa will continue to hone the newsletter template and tool support.

Artist Policy
●The current art on display has been well-received. A closing day will take place and artists will collect their work. The closing event will be promoted via Front Porch Forum.
●Debbie will contact the artists for auction results.
●Alissa's daughter, Zarrah, will be the next showcased artist.
●No art will be displayed during the music camp program.

New Biz

- Kate expressed gratitude for the energy from the board and their enthusiasm to take on projects.
- Gay brought up the library not clearly communicating it's open with the current signage. A need for better and visible signage is needed.
- Gay received approval, from the Church to use the kitchen for the group dinner gathering.
- The book sale will include a baked goods element.
- Janet shared her vision for the evolution of Art & Chocolate event. Promote the fundraising more as a gala. The event could include a reverse raffle, food tasting, timed auctions, and high price entry fee. An "Honor Roll" engraved board with names of benefactors was also proposed.
- A fundraiser subcommittee was formed and includes: Gay, Chris, and Janet.
- The EV charger quotes are still in process. We will need to choose a charger model that meets our needs and the three models suggested by GMP have different fee structures. Hopefully the model we choose will be used enough to generate some income for the town. Alissa will work with GMP and the electricians to get the information we need ready for the application.
- Beasley estate and book sale will take place on June 6th, from 9-12 pm.
- Alissa will plan to volunteer to stay after noon if needed and to clean up.
- Alison will bring the cash float. Alissa will bring tablecloths and coffee. Kathy might bring parking cones. Carpool will meet at the church, 7:45 am.
- Kate, Deb, Janet, and Alison can also assist with the book sale. The following board members will plan on baking for the sale:

    Janet - Banana muffins
    Gay - Blueberry Buckles
    Kate - Brownies
    Dep - Raspberry muffins
    Lisa - Cranberry and oat cookies○
    Kathy - TBD

Renovation Update

- The project is at a stall due to the current PM leaving and anticipated incoming PM.
- Paperwork delays, delay the excavating.
- The heat pump is still a go.

Annual Appeal

The board reviewed the annual appeal, expertly crafted by Alison. A minor spelling edit was noted and Alison will follow up. The annual appeal processing will be expected at the end of June. Volunteers are appreciated.

Kathy motioned to adjourn at 7:10 pm. Unanimously approved.

Next Meeting: Monday, June 15th, 5:00pm at the library.

Respectfully submitted,
Samantha Smith, Secretary

March 16, 2026 Library Director Report

Library goings on— Spring is here and I am grateful that the library is warming up. Travis and I have been able to work out in the pods more. The desiccants seem to be working— though we do have to dry them out regularly. Story time group is getting a bit more active. Summer people are starting to arrive and keeping me busy with ILL orders. We have great new books coming. I am beginning to roll out the Summer Reading curriculum- this year's theme is "unearth a story"- think dinosaurs and archeology.

Grants and Reporting
We did not get the **AARP** grant, and are still waiting to hear from **TMobile** and **Clif.** I am working an a **Vermont Humanities** grant with the Friends of Ann Story, which would help us buy Ann Story books for our library.

Programming
Tech night I am looking for a young android-savvy person to replace Louis, who is too busy with parenting these days. Let me know if you know of anyone.
We had our first class in the **Sustainability series**- and had a lot of fun making household cleaners, and trying them out in the library (check out the mirrors!). I think everyone loved the cleaners they made. Next Saturday is **Nature Illustration** with a teacher from the Lake Champlain Basin Program- please come if you can and spread the word. The **Art Show** seems to be going well. Several folks have come to the library just to see it, and bid.

Sustainable Library Certification
I am plugging along with our modules. The **Pollinator Garden Committee** as come up with some great ideas for next year. We have measured our **sky quality**- or Kathryn Schloff did- and it's excellent. I added the meter to our Library of Things, and am now working on 'indoor air planning.' We also got a Spill Kit donated- which we are required to have.

Jack Beasley Books and Bake Sale
Thanks so much to Lisa Durst for her help with communications and advertising. As Alison suggested, we have curtailed the original plans for the sale to 3 hours on Saturday, though if things are busy and we have baked goods to sell, we could stay longer? We have fewer books than we thought- once we put them in boxes, there weren't as many as we first thought? So if YOU have books at home that you were planning to donate, please donate to us for this sale. As most of you know, we are hoping to raise at least $400 to match the Pilcrow grant.

Library Tech
Tomorrow (today) 5/18, I'll be going to a statewide professional training for librarians on new technologies. It will be good to see other librarians, and hopefully by the time I see you at the board meeting, I will have interesting ideas to share.