



Ilsley Board of Trustees  
Meeting Minutes  
January 13, 2025

Meg Baker (President), Joe McVeigh (Treasurer), Natasha Sen (Secretary), Barbara Doyle-Wilch (Board Member), Dana Hart (Library Director), and Laura Fetterolf (Sarah Partridge Branch Librarian) were present. Claire Tebbs (Board Member) was absent.

Dianne Lawson, member of the public, and Lief Temple, note-taker, were present.

**Approval of December Meeting Minutes**

Joe raised some questions and offered clarifications to the minutes from the Board's December meeting. The Board voted to approve the minutes with Joe's suggested edits.

**Public Comments**

None.

**Director's Report**

The capital campaign was a success! The Library met – in fact it slightly exceeded – its fundraising goal of \$6 million. The Library continues to accept donations, but it is not actively soliciting gifts. The Board offered many congratulations to Dana and the Library for meeting this huge goal. Following the upcoming grant cycle (in the spring), the Library will reassess its strategy. There is potential for a second capital campaign if grants fall short.

The Middlebury Marquis will be hosting the community film club during the renovations, and the Board is excited about this partnership. The Board expressed thanks to Renee Ursitti (Librarian) and Ben Wells (Marquis owner) for making this possible.

Efforts are underway to sell and donate excess furniture and shelving. Royce has been adding items to the Library's website, and Dana encourages people to keep checking the page. There has been interest in the large reference room shelving, but no takers yet.

The Library project will go out to bid on January 22, 2025, but how the bids come back will not heavily affect the cost. The project is currently \$200,000 over, but ReArch Company thinks that



38 this is reasonable given the overall cost of the project. After this Board meeting, the Design  
39 Review Board (DRB) will be meeting. Steve Roy from Wiemann Lamphere Architects will lead  
40 the discussion on behalf of the project team. The DRB may approve, or conditionally approve  
41 the project tonight.

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### 43 **Sarah Partridge Branch Librarian Report**

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45 Laura reported that it was a good year at Sarah Partridge. She was on medical leave for a  
46 month and had reduced mobility over the summer, but she felt supported by her Ilsley  
47 coworkers, especially Chris Allen. Dana commended Laura for setting up the system to function  
48 so well in her absence.

49

50 Sarah Partridge’s visitor numbers in 2024 were consistent with 2023, and circulation numbers  
51 went down (but on trend). Sarah Partridge works closely with the local preschool, which comes  
52 to the library for a biweekly story time. Sarah Partridge events are now listed on the Library’s  
53 website. This summer is Sarah Partridge’s 100th birthday (May 21, 2025), and Laura is planning  
54 a small celebration. The Board will discuss this at their February meeting.

55

56 The Prudential Committee, which owns the building and manages the Community Hall, was  
57 enthusiastic about extending Sarah Partridge’s hours during the Ilsley move in February. Sarah  
58 Partridge will be open six days a week during February, and hours are posted on the Library  
59 website. These extended hours are possible because Kathryn Laliberte will be working at Sarah  
60 Partridge full time during the relocation. Services available at Sarah Partridge include a new  
61 public computer and printer, a projector, wifi, reference materials, and a selection of the “best  
62 of the best” of Ilsley’s collection.

63

64 The Board discussed whether Ripton might be interested in pursuing a relationship similar to  
65 the one recently established between Weybridge and the Library. Laura believes that there  
66 may be interest in this. Many people come to Sarah Partridge thinking that it is the Ripton  
67 Library, or wanting to check out materials because they live in Ripton. Ripton residents  
68 currently have to pay out-of-town fees in order to access most Library materials.

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70 The Board thanked Laura for her good work and her presentation to the Board.

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### 72 **Quarterly Finance Report**

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74 The Library has spent about 45% of its operating budget, which is on track. The Library aims to  
75 spend the same budget while in the Duclos building.

76  
77 The Board looked at and discussed the Capital Budget, which currently includes Ilsley 100  
78 expenses. Dana explained that these figures are generated from a spreadsheet she maintains  
79 with Royce. The Board talked about which budget lines will continue through the relocation.  
80 At the next Board meeting, Dana will reformat the Capital Budget and pull out the lines for the  
81 Ilsley 100 expenses.

### 82 83 **Treasurer Proposal**

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85 Joe reported that the Board's account money market account is \$11,000 ahead of where it was  
86 last year, and he recommends reinvesting this in the index fund. Currently \$12,500 is held in  
87 the money-market fund, and Joe recommends moving \$7,500 into the index fund, leaving  
88 \$2,000 - \$3,000, after certain payments are made.

89  
90 The Board discussed the advantages and disadvantages of having access to these funds, and the  
91 uncertainty of investing in the market. Typically, the Board spends its money on a staff  
92 appreciation lunch and occasionally on the retreat. The Board's consensus was that this  
93 transfer is fine, and Joe will move forward with it.

### 94 95 **Appreciation Lunch Plans**

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97 The Board discussed potential dates and times for a staff appreciation lunch, and the possibility  
98 of collaborating on this luncheon with the Friends, like last year. Barbara reported that the  
99 Friends would like to work with the Board and hold the lunch during the first two weeks of  
100 April. The Board tentatively decided on April 8, 2025, to coincide with the Library's all staff  
101 meeting and the space available at the Champlain Valley Unitarian Universalist Society. Amy  
102 (from the Friends), Meg, and Dana will plan this event.

### 103 104 **Relocation Plans and Updates**

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106 Dana is feeling optimistic about the relocation plans. Librarians are working to pack things –  
107 they are currently focusing on archival materials and historical items, and separating books to  
108 be moved to the Duclos building and those to be moved to the Vergennes storage site. On  
109 January 15, the Library will pause ordering new books, and on January 31 staff will bring home



110 computers. The Library's move into the Duclos building has been pushed back one week, and  
111 the Library is currently hoping to begin the week-long move either February 8th or 10th.

112

113 **Board Comments and Unfinished Business**

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115 The Board praised the 2024 impact report included in the Board packet.

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117 Dana is planning a walkthrough of the Vergennes storage space before the February meeting,  
118 and proposed holding the February meeting in that space.

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120 This meeting was Joe's last meeting as a Trustee, as he will be away for the February meeting.

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122 The meeting adjourned at 6:37pm.

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124 The next meeting will be on Monday February 10, 2025, at 5:00pm in the Town Office  
125 conference room.