Whiting Library, Chester, Vermont

Regular Meeting of Board of Trustees

Meeting Notes – April 21, 2026

In attendance at the Whiting Library Community Room: Lora Cokolat, Matt Gorsky, Donna McNeill-Hudkins, Penny Benelli. Staff: Carrie King Zoomed in: Lyn Smith, Linda Diak,. Absent: Polly Montgomery

Public Attendance: None

Matt called meeting to order at 6:45 PM.

Minutes from Last Meeting: March 17th and Special Meeting Minutes for March 21st.

Motion to accept Meeting minutes. Just correct the spelling of Penny's name. Motion to accept both sets of meeting with corrections. Motion made, seconded and approved.

ADDITIONS TO THE AGENDA – Penny brought up an event on May first on the Green for International Labor Day. Did the Library want to be involved? We will slot that discussion under New Business.

TREASURER REPORT – Lora Cokolat sent out information. Lora has talked to the new Financial Person, Deb Epler and they have discussed how we'd like our report.

The town contribution is not posted yet, and they won't post it until the fall. In the past, they were posting it in March. They don't know why. We are normally "behind". We usually are paid a year behind. The town operates in a deficit and pays everything back when they get the taxes in September.

We did get the payroll figures pad through mid-April.

The Wealth Management Account has lost money. We have to put together the official, minimum distribution. Matt had suggested a policy that if our investments go down to $120K, then we stop taking distributions until it goes back to $150K.

We will schedule the Wealth Management Account people to come in to speak to us, it's been over a year.

Revenue from the copiers – we should see what the costs per copy cost us and increase the price. We currently are the lowest in the area. Lora will look at the invoice. We should double what we pay for each copy. It gives us a cushion and we can still make money off of it.

Do we have any that will fax. We have seen quite a few people asking about faxing. Our printers have the fax capability, we don't have the phone line. We should call VTel and see what it costs to get another line for a fax. We can assign that to the new Director.

Spending – we should watch our supply costs. We've been offering a snack, we should watch that and try to keep the costs down.

We will receive money from the Town of Andover in August ($4,000)

YOUTH SERVICES REPORT – Carrie has sent out her report. It's been a great and super busy time. Highlights were the Birding bag. Very popular. The Play group (0 to 3 age group) has been so popular, we now have to have people RSVP if they are attending as it was getting too crowded with just accepting walk ins and so the quality was going down. Now people do have to RSVP and it's been wonderful for the past 3 weeks.

NEW BUSINESS – should we attend the event on May 1st. Think its too short a notice. We should have a table, maybe set up outside to catch walk by people. Have info on the table on the Library, Library card applications, etc. Carrie does this at the schools and other events. Lora thought it would be good to have a table outside.

OLD BUSINESS: Penny has finished Editing the Personnel Policy and will forward to the rest of us to review for next meeting.

Motion to enter Executive Session to discuss Personnel – specifically, the New Director Position.

Motion accepted. Enter Executive Session at 7:31

Motion to Exit to come out of Executive Session. Motion made and accepted . Exit Executive Session at 9:02 PM

Motion to contact the agreed upon candidate with the agreed upon salary. Approved and carried

Motion to adjourn. Approved, Meeting Adjourned at 7:31 PM

Next Regular Meeting on May 19, 2026

Submitted by Donna McNeill-Hudkins