

**Pawlet Public Library Organizational Meeting and Board of Trustees Meeting
Tuesday March 10, 2026 6pm Pawlet Public Library, 141 School St. ,Pawlet, Vt 05761**

Board Members Attending: Cori Rail, Lauren Herbert, Phoebe McChesney, Amy Miller, Susan LaPorte

Audience: Lucy Norman, Greg McCormack- PEG TV Videographer

Call to Order 6:08 pm by Cori

Operating Norms read by Cori

Addition or Deletion of Agenda Items: Lauren needs to add discussion of Library merchandise . Cori needs to add discussion of Chair as liaison to legal council .Motion by Lauren, Seconded by Amy. Passed Unanimously.

Public Comment : None

Board Organization:

Election of Officers: Chair- Cori Rail -Nominated by Susan. Second by Lauren. Passed unanimously.

Vice Chair- Amy Miller- Nominated by Susan. Seconded by Cori. Passed unanimously.

Secretary- Susan LaPorte- Nominated by Cori. Seconded by Amy. Passed unanimously.

Treasurer- Lauren Herbert – Nominated by Amy. Seconded by Phoebe. Passed unanimously.

Code of Ethics signed by all board members.

Designated posting locations and methods: Physical locations- Town Hall, Library and West Pawlet Post Office.

Electronic: Library website and Facebook Page . Motion by Susan. Seconded by Lauren. Passed unanimously.

Newspaper of record: Rutland Herald. Motion by Lauren. Seconded by Phoebe. Passed unanimously.

Committees: We will designate committees as needed, with a commitment to designate at a meeting.

Set Regular meeting dates and times: 6pm on either the first or second Tuesday of the month when the Selectboard is not having a meeting. Motion by Amy. Seconded by Phoebe. Passed unanimously.

Board work plan: Looked over the Trustee Calendar from the Stowe Library and a previous Pawlet Library work plan. We will revisit this at our April meeting.

Rules of Procedure: Cori will be the point person to gather information to build a more concise and useful

Rules of Procedure that aligns with our policies.

Approval of Minutes from February 10, 2026 regular meeting: Motion by Lauren. Seconded by Amy. Approved unanimously.

Treasurer's Report by Lauren. Motion to Approve warrant by Susan. Seconded by Amy. Passed unanimously.

Warrant signed by all board members.

Budget update will be given at April's meeting.

Thorough Library Report done by Helen Wood and Heidi Hammell. There have been many activities. Robotics, Story hour, Yoga classes have been well attended among others. The library is keeping good statistics that go to the Department of Libraries. ILL and Kanopy have been busy.

Library Email accounts: Cori will continue to research this. Discussion of the Web Site will also be added to the work plan.

Grant Status: Cori and Rhonda Schlangen will be meeting regarding the Loop Hearing System Grant.

Robotics and Library Merchandise: Lauren has been working with Millers to design Robotics t shirts and hats. She will also be working with them to design canvas bags and other items for the Library to sell.

Robotics Design approval: Motion by Susan. Seconded by Amy. Passed unanimously.

Library Design approval:Motion by Lauren. Seconded by Susan. Passed unanimously.

Proposed Executive session pursuant to 1VSA s313(a)(3)for the appointment, employment,or evaluation of a public officer or employee,to discuss Library Director position.

I move that the board find that premature general public knowledge regarding the discussion of the appointment of public officers would clearly put the body or the individuals at a substantial disadvantage.

Motion by Lauren. Seconded by Susan. Passed unanimously.

I move that the Board enter Executive session pursuant to 1VSA 313(a)(3), to discuss the appointment of public officers.

Motion by Lauren. Seconded by Susan. Passed unanimously. Entered Executive Session at 7:25 pm.

Motion to leave Executive Session by Lauren. Seconded by Phoebe. Left Executive Session at 7:58pm.

Motion to extend the time to accept job applications for Library Director until April 17, 2026 and increase the number of places we post job opening by Susan. Seconded by Amy. Passed unanimously. Cori will facilitate this.

Motion to separate liaison to staff duties . Susan will oversee the day to day duties. Lauren will handle payroll.

Motion by Lauren. Seconded by Phoebe. Passed unanimously.

Cori will present a report to the Select board at their next meeting informing them of news from the Library.

Reflection of Operating Norms by Cori.

Public Comment- None

Next Meeting April 7,2026 6pm at the Pawlet Public Library.

Motion to Adjourn by Phoebe. Seconded by Lauren. Passed unanimously. Meeting adjourned 8:16pm

Respectfully Submitted, Susan LaPorte, Secretary