Whiting Library, Chester, Vermont

Regular Meeting of Board of Trustees

Approved Minutes – June 17, 2025

In attendance at the Whiting Library Community Room: Gail Zachariah, Jessie Krust, Matt Gorsky, Donna McNeill-Hudkins,. Attending via Zoom: Lora Cokolat. Absent, Bill Dakin, Marilyn Mahusky, Lyn Smith

Public Attendance: None

Jessie Krust, Vice Chair, filling in for Bill Dakin called meeting to order at 6:35 PM, verified that we had a quorum.

Additions to the Agenda – None

Approve Minutes from May 13, 2025 – motion to approve. Approved.

No discussion on minutes.

Treasurer Report: Lora reported that she had just received the report from the town and had not had time to review it. She will send the report to the board sometime this week. The report had come in late as Laurie had been out sick and submitted it late. There was some discussion on keeping the quarterly deposit/income from the Investment Account separate as it is deposited into the To/From account. This is a “realized” gain, not just part of our assets.

Donna will go to Julie and Laura to see if we can get more details on reporting the income from the investment account.

Youth Services Report - reviewed and approved. Highlight that Summer Reading Program starts next week.

Director’s Report - reviewed and approved. Gail attending a conference starting June 27th .

Fundraising Report – mailing out approximately 270 letters. Will go out this week.

Policy Committee – Donna drafted a policy on the Wealth Management Account quarterly distribution. Also need to decide when PTO is awarded to an employee. Hire Anniversary Date or first of the year.

Motion made for the the board to vote on the upcoming Juneteenth Holiday as the formal policy has not been approved yet. Motion was made to pay holiday pay to those who would normally work on that day, we would not pay holiday pay for anyone who does not normally work on that day. Motion has been seconded.

Matt made a motion to hire legal help to verify that the Personnel policy is equal and equitable suggests review and re-write policy. Donna took the action to find a source. Will find out who the town used. Policy committee will start and when we get close to end, will present to the rest of the board.

New Business: Marilyn Mahusky has resigned from the committee as she has accepted another position and has moved out of Chester. Matt approached a previous board member, Chris Burks to fill out Marilyn’s term. Motion made to appoint Chris Burks to Complete Marilyn’s term. Motion seconded and approved. Donna will complete a letter and give to Julie to present to the Chester Selectboard.

Motion made for an Executive Session to discuss a Personnel Matter.

Motion made to enter Executive Session to discuss the Personnel Matter.
Motion made to exit Executive Session – seconded and approved.

No public comments.

Motion made to adjourn meeting. Seconded and approved.

Adjourn meeting at 7:28 PM