

Jericho Town Library
Board of Trustees Meeting
January 6, 2026

Present: Barb Adams, Tom Dowd, Lindsey Halman, Linda Porter, Jeff York, Sue Macmillan and Catherine Bass- Library Director

Secretary's Report: The report from last month's meeting (Dec. 9, 2025) was accepted as corrected.

Treasurer's Report: Jeff reported that the library's finances are in good shape. The new JTL budget has been submitted and accepted by the Town. He noted that it was necessary to increase the budget for building maintenance. The library audit has been completed and accepted by the Town. And finally, Jeff noted that he will send Board members a detailed financial report by e-mail. His report was accepted.

Building:

1) Outdoor Kiosk: Catherine reported that a door has flown off and needs repair. Tom volunteered to do this.

Highlights from the Director's Report:

1) Total Circulation for previous month: 1,064

2). Programs: Regular programs include: Thursday, Storytime, Fiber Arts Circle, Speculative Fiction Book Club, Pokemon Club, and Future Librarians. Upcoming programs are: Gelli printing for adults, an Irish Harp event in March, and the return of Comic Capers for kids. Tom volunteered to take the lead in organizing a Maple Sugaring workshop in March.

3). Fundraising: The Friends group organized a video that has been released on Instagram and has been very successful in raising funds. This video will be posted on Facebook soon. In addition, our Annual Appeal letter continues to bring in funds for the library.

4). HUD Grant: Catherine stated that the HUD grant this year is very competitive and the focus will be on preservation, maintenance, and accessibility. The deadline is 3/31/2026 and we will have our application completed by this date. Catherine noted that she will need to set up a meeting with Paula from the Town Office about specific forms needed from them.

5). Library of Things: Catherine has made some changes in the way this collection is displayed and has noticed an increase in circulation. Barb volunteered to put a notice in FPF to remind patrons about the snowshoes we have available.

6) Outreach: There will be a community-wide celebration of Wilson (Snowflake) Bentley during the week of Feb. 7th – Feb. 15th. At this time, CCJ, and Old Red Mill are planning to participate in various events. Our library will collaborate with DRML to host a puppet show at the Community Center on Sunday, Feb. 15th. Other community events are in the planning stages. This looks to be a wonderful week!

Old Business:

Update on RFP Process: Lindsey reviewed a Zoom (Dec. 8th) meeting that was held with VIA representatives. In attendance were Catherine, Lindsey, Tom, and Nick (from VIA). There was a lengthy discussion of how to proceed and all Board members were given the opportunity to express their opinions. Barb made a motion-

“We will follow the plans presented by VIA.” This motion was seconded by Linda and the vote was unanimous to continue the plans presented by VIA. The next step will be for the Building Rehabilitation Committee to meet with Paula from the Town Office and VIA to ensure a smooth process. Lindsey urged everyone to present a unified message to the community.

New Business:

1) Building Rehabilitation Committee: The Board approved Tom’s request to become a member of this ad hoc committee. Members now include: Lindsey (Chair) , Tom. Catherine, and Jeff-when needed.

2) Library Policies: Board Members agreed that the library policies need to be reviewed, and in some cases, up-dated. Lindsey, Catherine, and Linda agreed to form a committee to begin work on this.

3) Emergency Safety Protocol: There was a discussion concerning an unusual situation that occurred before Christmas with a man displaying some alarming behaviors. It is recognized that this is especially dangerous because Catherine is alone at times. Members agreed that Catherine should lock the door and close the library at her discretion. There was discussion about reaching out to the State Police and/or the Vt. Library Association for suggestions. Lindsey found an article “Safety at 1 Person Libraries” that may provide some help. Finally, Board members mentioned purchasing some type of Panic button as a possibility. This will be an on-going discussion.

4) Town Meeting Reimagined Meeting:/ Jan. 20th at 6 pm at MMU Library: This will be an opportunity for Jericho residents to review and suggest changes to the Town Draft Budget. Everyone is encouraged to attend. Catherine will reach out to the Friends group to see if members can attend.

There being no further business, the meeting was adjourned at 7:15 pm.

Respectfully Submitted,
Susan Macmillan/ JTL Secretary

NEXT MEETING: TUESDAY, FEBRUARY 10TH AT 5:30 PM.