



Whitingham Free Public Library
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Whitingham Free Public Library

Board of Trustees Meeting Minutes - Draft

Date: October 7, 2026

Time: 5:36 p.m.

1. Call to Order

The meeting was called to order at 5:36 p.m.

2. Attendance

Present:

- Shandell Soumar
- Judy Bernard
- Tanya Bernard
- Wendy Sergeant
- Mark Halverson

Absent:

- Kristine Sweeter, Library Director
- Angie Dornburgh

3. Executive Session

At 5:48 p.m., Wendy Sergeant made a motion to enter executive session for the purpose of discussing the Library Director's performance evaluation. Shandell Soumar seconded the motion.

The Board entered executive session at 5:48 p.m.

At 6:17 p.m., Wendy Sergeant made a motion to exit executive session. Judy Bernard seconded the motion.

The Board returned to open session at 6:17 p.m.

Library Director Evaluation

Following the executive session, the Board unanimously approved the Library Director's performance evaluation for fiscal year 2026–2027.

The Board expressed its appreciation for Kristine Sweeter's dedication, leadership, and continued service to the library and community. The evaluation reflected the Board's agreement that the Library Director consistently fulfills the duties and responsibilities of the position in all evaluated categories.

Evaluation approved unanimously.

4. Public Comment

No members of the public were present, and no public comments were made.

5. Approval of Previous Meeting Minutes

Shandell Soumar made a motion to approve the September 2026 meeting minutes. Tanya Bernard seconded the motion. **Motion carried unanimously.**

6. Discussion Items

Library Deck Project

- The Board reviewed a copy of the proposed deck plans and key design features.
- The proposed deck dimensions are 10 feet by 23 feet, 4 inches.
- The design does not include skirting.
- No date has been established for submitting the deck plans to the Selectboard for approval.
- Construction is anticipated to take place in 2027.

Annual Appeal Mailing

- Library trustees will assist with the preparation and distribution of the annual appeal mailings.

Halloween Event

- Trustees discussed assisting with setup and cleanup for the Halloween event at the Community Center on Saturday, October 31, 2026.

Children's Christmas Bazaar

- The Children's Christmas Bazaar is scheduled for December 12, 2026.
- Trustees discussed the need to begin collecting donations for the event.

7. Adjournment

Shandell Soumar made a motion to adjourn the meeting at 6:18 p.m. Judy Bernard seconded the motion.

Motion carried unanimously.

The meeting was adjourned at 6:18 p.m.

Respectfully submitted,

Wendy Sergeant
Board of Trustees