

Approved 6-3-26



**Whitingham Free Public Library
Board of Trustees Meeting Minutes
May 6, 2026**

The meeting was called to order at 5:50 PM by Chair Mark Halverson.

Attendance

Director: Kristine Sweeter

Trustees Present: Mark Halverson, Wendy Sergeant, Judy Bernard, Tanya Bernard, Angie Dornburgh

Public Comment: No members of the public were present. No public comments were made.

Executive Session: No Executive session was necessary.

Approval of Minutes

Wendy Sergeant made a motion to approve the minutes from both April 1, 2026 and April 8, 2026. Tanya Bernard seconded the motion. All approved.

Director's Report: See attached report.

Discussion Items

New Programming

- Knitting Group Drop-In: Wednesdays from 2:00–4:00 PM for all skill levels.
- Life's Final Chapter: Held on the second Saturday of each month from 10:00 AM–12:00 PM with various guest speakers. Katherine McLean is coordinating the program. They also talked about a new business in Whitingham, Sacred Soil.

Summer Camp

The Library Summer Camp is currently full, with five children on the waitlist. The theme this year is dinosaurs.

Old Home Week (OHW) – July 24–26

The board discussed themes, decorations, costumes, and needed materials including artificial Christmas trees, yoga balls, papier-mâché supplies, and art supplies.

Blueberry Festival – July 31

Planning discussion included:

- Recruiting vendors (free participation)
- Allowing rummage sale setups
- Confirmation that the Halifax Ice Cream truck and Jacksonville Blues Band will attend

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The library is seeking someone to provide food for the event. The Lions Club was asked if they are available. No special license is needed.

Plant Swap – May 30

Tanya Bernard will lead the Plant Swap. Discussion included tent availability and book sales during the event.

Library Equipment and Licensing

The library purchased a WiFi hotspot for patrons to borrow. All equipment loans are for one week at a time. The annual cost is \$129.

The library also purchased a one-year movie license for \$336. Normally this cost is covered through the Vermont Library System, but not this year.

Additional discussion included:

- Movies may only be shown indoors
- Outdoor movie licenses are one-time use and more expensive
- There are strict advertising rules and movie titles cannot be publicly advertised
- DVD and streaming copyright rules are very strict

Old Business

Family Bingo

Family Bingo was very successful. Suggestions for future events included:

- More visual display options such as a large board
- Card flipping
- A projected back-screen counter
- Recognizing donors at the beginning of the event

New Business

Discussion regarding revised policies and the library deck and awning bid process was deferred to the next meeting.

“Wendy made a motion to adjourn at 6:47 p.m.; Angie seconded; all approved.”

Next Meeting

The next meeting will be held on June 3, 2026 at 5:30 PM.

Respectfully Submitted,
Wendy Sergeant

Director's Report

Kristine Sweeter

May 6, 2026

❖ **Programming:**

Adult Craft Group – 3rd Thursday

Yoga - Mondays 6 pm

Book Group 2nd Wednesday 5 pm

Homeschool Group – Mondays 9-12 @ J'ville Church

*Knitting Group Drop-in – Wednesdays 2-4

*Life's Final Chapter – 2nd Saturdays 10 am – 12 pm

❖ **Specials:**

Halifax Community Club – (Bonnie Brown) Beech Leaf Disease – TBD

Plant Swap – Saturday May 30th

Library Summer Camp June 22-26th – FULL – WAITLIST *Confirmations have been sent.

OHW – June 24-26th

Blueberry Festival Friday July 31st

❖ **Finances: 2025-2026 Fiscal Year**

- Account balance: M&T Money Mkt: \$78,332

-Deposits 4/20 \$1,572 – Bingo/ 65 people

5/6 \$160 – (desk/copies yoga \$60, appeal \$100

Total Annual appeal - \$13,865 / FYTD \$15,657/ Goal \$8,525

❖ **Staff**

Kristine

– Montpelier 5/18 Information Literacy: Skills-based training for Library Staff

The American Library Association defines information literacy as the ability to “recognize when information is needed and have the ability to locate, evaluate, and use effectively the needed information.” While librarians regularly engage with this on some level, it can be a challenge to keep information literacy skills well-honed and to effectively apply them.

Lois – vacation 5/7-5/18 (Kristine 5/9, Lisa 5/16)

❖ **Misc.**

Library deck, awning request for bid process

Old Home Week 7/24-7/26

7/24 – Library Tent 12-5

7/25 – Parade

-purchased wifi hotspot - \$129 annually

-purchased movie licensing \$336 annually