

Quechee Public Library – Board of Trustees Meeting
May 11, 2026

Present:

Tommy Bauch, President; Dave Izzo, Treasurer; Sue Fosdick, Trustee; Anne Clemens, Trustee; Erika Wetzel, Trustee; Mark Bradley, Trustee; Debbie Marcus, Secretary (briefly); Dena Marger, Library Director; Bob Hamlin, Observer

Tommy Bauch called the meeting to order, 5:01 PM - He will take the Minutes for this meeting.

Minutes review April meeting. Sue moves to accept, Dave 2nd. All approved the Minutes.

Public Commentary: None

Treasurer's Report – Dave Izzo We don't know how much the plumber, Tyson Dean, is going to charge us yet. Kai Eastman will be completing the sheet rock. There is sufficient cash in the bank, and we have the investment account to use. Currently we're under budget on a couple of items. We've only spent 60% of the budget and we should be around 80% on collections. Revenue is up 10% due to Memorial donations recently received. Payroll is down 11% w/ changes in personnel. That will change with a new hire. We should end up close to budget. There are 5 more pay periods this FY which will put us over for payroll. I reviewed time of Marieke and Kate and the payroll budget was higher. Should we be worried about the balloon festival book sale if we cannot use the basement. Could we set it up in the parking lot? Include Friends/volunteers in communications. Sue moves to accept, Anne seconds. All approved the Treasurer's Report.

Director's report, Dena: Concerning the sewer line issue, Anne will follow up on possible contractors and town officials. Mark contributed some names to contact. Michaela attended the 250th trivia at WCL. Dena has experienced scheduling snafu's w/ the laptop, and we may need another laptop. At the Bugbee library day our volunteers have to bring the laptop, scanner, and the books to check books in and out at that location. Mark said Bugbee has a laptop here if they need it. Story time is picking up: 5-6 regulars, tends to be weather dependent. Summer reading is progressing. Chris is coordinating with speakers and creating activities/workbooks. It would be great to have a QPL trustee at the WCL meeting, 1st Wednesday's at 5:30PM. Discussion ensued about the new draft of the WCL/QPL agreement. Materials, such as computers, the collection, and furnishings, belong to QPL. Anne said the two parties were all in agreement when they drafted that.

The new librarian position is in process. Chris has been asked if she can work some extra hours. Dave has been helping re the compensation numbers. The new hire will be called Assistant Librarian, not asst. director. Advertised salary range has been set. A bachelor's degree will be required, and a library degree/certification strongly preferred, with at least 2 years working in a library or similar situation. Candidates should ideally be comfortable w/ Koha, ILL, and circ, functions. Bob asked what's the difference b/w asst. dir. and asst. lib. Dena explained the difference: director implies management. The position will post on the VLA site and listserv with the hope to have someone in by 7/1. Mark asked Dena if she would like trustee support. Dena agreed she would when there are candidates. Sue volunteered to help.

Dave moved to accept Director's report, Sue seconded. All approved.

New/Old Business

Anne: The shredding company which was coming the 1st Monday of every other month - June 1st is last pick-up. Dave recalled that Michaela had canceled the contract. Discussion ensued: We had offered the public this service. Dave recalled we started this as a sustainability option. Dena suggested we could do a yearly shred day, and Anne said we could do it once in the spring and once in the fall, as another possibility. Mark said Mascoma Bank sponsors those. Could we get them to sponsor one for QPL?

Anne: The elevators still need to be inspected. The company has been called again to get this done.

Anne: Follow up continues on plumbing and drywall contractors and completion.

Vendors and Maintenance issues: Mark asked if we can run a vendor report in Quickbooks? Anne Clemens added to that a calendar with all the different inspections. Dena advised that Michaela left a ton of notes and lists and it's possible she left a list of these

Bookkeeping : Anne: would it be good to look into a bookkeeper instead of Dave physically doing all that. Dena: she would fully support it. Dave: we contemplated this last year but thought mid FY not the best time to hand it off. Anne: The treasurer should be overseeing and running reports and signing but not all this work every day. Mark: can send a few recommendations. Anne will research some options.

Erika - spoke to OQS librarian - Dana. Dena: just emailed her this afternoon (cc'd Chris).

Our next meeting 6/08/2026.

Sue moved to adjourn the meeting; Anne seconded. All approved. Meeting adjourned.