

**Fair Haven Free Public Library  
Monthly Board of Trustees Meeting  
Wednesday, March 4, 2026**

Present: Christine Sheldon, Cecelia Hunt, Ronald Stack, Alyssa Scott, Jennifer Jackson, and Chris Donahue(PEG TV). Judith Gevry was absent. There were no participants on Zoom.

The meeting was called to order. The first order of business was the reorganization of the board. Ronald Stack won the election for a three-year term, Alyssa Scott won the two-year term, and Cecelia Hunt won the one-year seat on the Board. The Board welcomed Alyssa to the board.

Christine nominated Ronald Stack to serve as chairman of the board. Cecelia seconded. No other nominations were made. The board elected Ronald Stack as chair unanimously.

Christine nominated Cecelia Hunt to serve as secretary. Alyssa Scott seconded. No further nominations were made. Motion to elect Cecelia Hunt as secretary passed unanimously.

Cecelia nominated Christine Sheldon to serve as Treasurer. Alyssa Scott seconded. No further nominations were made. Motion to elect Christine Sheldon as treasurer passed unanimously.

The Secretary's report was distributed to members. Jennifer noted that her class begins in March and not February. Christine moved to accept the minutes. Alyssa seconded. Motion carried.

Christine handed out the treasurer's report for January. She received the bookkeeper's information right before the meeting and was unable to complete the report in that short amount of time. Christine reported that a new short term CD account was opened with both Christine's and Judy Gevry's authorization at the Community Bank. The money is the \$10,000 from the Carnegie Foundation. The CD is for 3 months and expires in June.

Balances as of January 31, 2026

Checking	\$70,454.45	
CDs	9029 - \$28,572.03	9011 - \$4643.82
Memorial Fund Money Market at M&T	\$32,364.42	
Acct cs 5608 (Internet)	\$14,874.25	

Cecelia moved to accept the treasurer's report for January. Alyssa seconded. Motion carried unanimously.

Christine reported on the two CDs that came due on February 28<sup>th</sup>. The board discussed length of CD and interest rates. Cecelia moved that we put both CDs (9029 and 9011) in a 6-month account with a rate of 2.75%. Alyssa seconded. Motion passed unanimously. Christine will call the bank on Wednesday to take care of the CDs.

## Librarian's Report

- Genealogy Club was held on February 6, 2026 with 2 in attendance.
- Friends of the Library's book sale held from 10am - 12pm on February 22, 2026, collected \$44.00. The next sale will be on Saturday March 22nd 10am - 12 pm
- Book Club met on February 9, 2026 with 8 members to discuss *The Queens of Crime* by Marie Benedict. The next book club will take place on March 9th with a discussion of *The Art of the Decoy* by Trish Eshens
- Take and Make for February was a Peanuts Valentines Character scene, 48 were taken. March is a clothes pin leprechaun.
- Scheduled programs in February included:
  - Bimonthly story time on the 2nd and 4th Tuesdays of the month brought 2 kids and 2 adults to the first story time and 10 kids and 4 adults to the second time. The FHGS 1st grade students did not come to February story times due to break and teacher conflicts.
  - Slate Painting on Saturday February 7th with Mary Markie had 6 adults plus Mary. It was a snowy Saturday.
  - Caring Canines were canceled because of travel.
  - *Meet the Candidates* was held on February 22 with 17 people in attendance
  - *Bringing Up Beaver* by John Aberth Book Discussion and presentation, February 25, had 8 adults and 2 children in attendance.
- The Conference Room was utilized for one Trustee Meeting in February, one Art Club Meeting.
- The Library was closed half a day on February 27 due to snow and lack of paid staff availability.
- Access Mobility Lift inspection happened on February 24 and we passed. The inspector stated the State still needs to come in and inspect.
- Courier Grant confirmation of award arrived February 27.
- Summer Grant Application was submitted on Feb 20, 2026
- Two New Volunteers have started; Rory and Eva Hanselman. One more is still in processing.
- Next Trustee Meeting will be April 1, 2026
- The Petty Cash is getting too large. Jenny will talk to Amy for directions on how to deposit the petty cash.
- Jenny said that she would not be able to finish the monthly report since our next meeting is on April 1<sup>st</sup>. The Board did not want to change the date of the meeting and told Jenny that similarly to financial reports that arrive after the 1<sup>st</sup> of the month, she can give the report the following month.
- Jenny checked into the increased cost of the phone line. It is due to the type of wiring we have. To reduce the bill, we need to upgrade to fiber. Christine moved to give Jennifer permission to make the fiber decision and have the lines changed. Cecelia seconded the motion. Motion carried unanimously.

Old Business:

- The Sexual Harassment Policy as approved in February was signed by board
- Conflict of Interest statements were signed by board members as per our new Conflict of Interest policy.
- Background checks were discussed at length. We should have a policy, but Christine feels that current requirements are onerous and it would be easier if we could have background check information kept at the town office. We do not have a place to store the required documentation in a secure room. We have our own number, and we will pay for the checks, so Cecelia will join Christine to ask permission to go through the town to get the background checks. Should the Town Manager not agree, the Trustees will request permission from the Select Board. Christine discussed the issue with other libraries in our area, many don't do checks and those that do, go through their town's process for background checks.
- Christine moved that instead of creating a background check policy, we add the following statement to our personnel policy, "All new staff, paid and volunteer, will be subject to a background check following the guidelines of the Vermont Crime Information Center." Cecelia seconded. Motion carried. The policy will reflect an amendment that was made on March 4, 2026, and the board will sign the policy in April.
- Cecelia moved to table the discussion on the Computer/Cell Phone use policy and the Children/Youth Policy so that Alyssa can review them. Cecelia will send the policy manual to Alyssa.
- Ronald contacted a mason from New Hampshire who has worked on National Historic buildings. He sent photos to the mason. He has not heard back from him.
- Cecelia received notice that we can apply for a grant through Rep. Balint. We applied last year and were denied. Cecelia will send everyone the information on the grant.
- Christine reported that she spoke with Jill Miller from the Community Bank. Jill has offered to have financial programs presented at the library. They include a variety of topics of interests to the adult population and would be held in the afternoon.

Cecelia moved to adjourn at 7:05 PM. Christine seconded. Motion carried.

Respectfully submitted,

Cecelia Hunt, Secretary