

**Bennington Free Library  
Board of Directors  
Meeting Minutes April 15, 2025**

**MEMBERS PRESENT:** Mike Munson, Jon Goodrich, David Newell, Norma McShane, Bruce Smith, Brian Cunningham, Deirdre Ryan, Beth Tegart, Sarah Blizzard, PJ Venti, Wendy Sharkey (Director), Karson Kiesinger (Reference and Adult Services)

**MEMBERS ABSENT:** Kelley Legacy, Susan McKenna

**WELCOME & CALL TO ORDER**

**APPROVAL OF MINUTES:**

- With no further discussion, minutes from the March 18, 2025 Board of Directors meetings were approved unanimously and moved.

**PUBLIC COMMENTS/PRESENTATIONS:**

- There were no public comments or presentations at the April meeting.

**FINANCE REPORT:**

A. Annual Fund

- As of April 7, 2025, the Annual Fund drive balance was \$78,028; 130% of our 2024-2025 goal of \$60,000.

B. Revenue and Expense Reports

- The Revenue & Expense Report for March was circulated for discussion and reviewed.
- Wendy noted that personnel expenses again appear to be lower than normal due to staffing vacancies. Wendy also shared that the Library's Administrative Assistant would not be returning, and that she will be reviewing the position and job requirements as it aligns with our strategic planning and grant requirements before posting.
- With no further discussion, the Revenue and Expenses Report was accepted.

**DIRECTOR'S REPORT HIGHLIGHTS:** (full report circulated in meeting materials):

- Wendy and Beth attended the on-line Trustee Spring Training Workshop (3/28).
- We had a great turnout for the Vermont Reads discussion of *Gather* with author Kenneth M. Cadow - 38 in person and 45 virtual.
- Wendy attended a Webinar (4/1) on "Departures and Arrivals: Succession Planning for Directors and Boards" and took away some great ideas for organizing information and being prepared.
- The "teens and tweens" movie night: *Wicked* was well attended.

## **COMMITTEE REPORTS:**

### **A. Buildings and Grounds**

- Bruce and Jon reported that they met with Wendy and representatives from Centerline Architects & Planners, Efficiency Vermont, and DuBois & King for an extensive tour of the Library building as part of the pre-planning for the HVAC upgrades.

### **B. Finance Committee**

- It was suggested that, in light of the current fluctuation on the stock market, the Finance Committee should meet with the Bank of Bennington/MoneyConcepts Investments to review the Library's endowment. Jon will reach out to Kelley to schedule a meeting.

### **C. Strategic Planning & Long Range Planning**

- Earlier this year we adopted our mission and vision statements. During the April meeting, the Board worked together to develop the Library's Five Strategic Pillars. Planning work will continue at the May meeting to define the pillars. Next steps will be to shape the Goals within each Pillar.

## **OTHER BUSINESS:**

- Bruce asked if there was still interest in creating a Youth Advisory Board and that Dare Chamblings, Director of the Alliance for Community Transformations (ACT Bennington), would like to help in this partnership.
- Norma suggested that we create an internal directory of staff, board member, and volunteer contact information.
- It was noted that we are without a town representative and Wendy will reach out to the Bennington Select Board to ask for a new liaison for the library.
- Planning conversations have begun to celebrate 160 years as the Bennington Free Library (June 23, 2025)

With no further agenda items, the meeting was adjourned.

## **BOARD MEETING SCHEDULE (FY 2024-2025): (Third Tuesdays at 5:00 p.m.)**

- May 20, 2025
- June 17, 2025

Respectfully submitted,  
PJ Venti