

**Middletown Springs Selectboard  
Approved Minutes  
Special Meeting • August 9, 2023  
Start time 6:30pm**

***The purpose of this meeting is to clarify roles and responsibilities as we move toward a new or rehabilitated Library facility. Selectboard, Library Board, and Library staff are all invited.***

**BOARD PRESENT:** At the town office: Patty Kenyon, Herb Childress, Terry Redfield, Peter Stevenson, Robin Chesnut-Tangerman. Via Zoom: none.

**TOWN OFFICERS PRESENT:** At the town office: Beth Miller, Glenn Tarbell, Kristal Hier, Maureen McCormack, Library Trustees. Via Zoom: Sarah Grimm – Auditor at 6:54pm.

**PUBLIC PRESENT:** At the town office: Kimberly Bushnell - Librarian. Via Zoom: None.

**CALL TO ORDER:** Herb called the meeting to order at 6:30pm.

Welcome library trustees & staff.

**PUBLIC COMMENTS:** None.

**DISCUSSION TOPICS: Elements Of Town's Policies That Pertain To Library Board | Updates On Progress Toward Library Facilities Grant | Next Steps**

General roles & responsibilities of Selectboard & Library Board – There was a brief discussion of logistics on the Libraries access to the town voted reserve fund. There were some questions that we'd like to pose to the Town Treasurer to clarify her expectations and past practices with other town voted reserve funds. Also a discussion of the statutes covering the roles and responsibilities of Municipal Library boards.

The two boards looked at general policies and noted items needing clarification or gray areas, not being sure whose policies might take precedent in certain situations. Both boards agreed that moving forward with a working group, two members from each board and the Librarian made sense. That group will assemble the lists of questions to be answered and advise the larger boards of their progress and recommendations. This system will provide expediency given the time constraints of the library grant.

The group will also work to create an interface policy between the Library Board and Selectboard.

The boards also reviewed the library's goals for an upgraded building and their vision for the future. The Library Board is hopeful that they can buy the Catholic church building and renovate that space using a Library Capital Improvement grant. There are a few different scenarios of how this could be accomplished. The hope is that the working group, with the advice of the

Town's attorney, can explore all those possibilities and come up with a plan that can work for the library and the town in terms of finances.

The library would like to see a town facilities maintenance plan also begin to be flushed out. Now that the town will have two buildings to maintain, does it make sense to combine those efforts into one category and relieve that burden, now mostly provided by Library fundraising efforts.

The group will also work on a messaging plan in order to keep the public informed of their progress and long-term goals.

Subsequently, the boards self-selected their working group representatives. Kimberly Bushnell - Librarian, Beth Miller – Library Trustee, Kristal Hier – Library Trustee, Herb Childress – Selectboard, Robin Chesnut-Tangerman – Selectboard. The first meeting of the group was scheduled for Monday, August 13 – 6:30 pm at the Library.

**OTHER BUSINESS:** None.

**ADJOURN:** Herb moved to adjourn at 8:00pm, Robin 2<sup>nd</sup>. Meeting adjourned at 8:00pm

Respectfully Submitted  
Patty Kenyon, Clerk

**Next Regular Meeting – 7PM Thursday, August 10, 2023**