

Castleton Free Library
Board of Trustees Meeting
December 22, 2025
APPROVED (1-26-2026)

Present:

Board: Chair Nancy Mark (Nancy M), Pat Schroeder (Pat S), Sue DeCarolis (Sue D), Patrick Keller (Pat K), Mark Brownell (Mark B)
Librarians: Mary Kearns, Library Director
Community Members: None

The meeting was called to order by Chair Nancy Mark at 5:32pm.

Agenda:

The agenda was reviewed.

Motion to approve the agenda as presented made by Pat K and seconded by Mark B.

Motion passed.

1. Approval of Minutes
 - Motion to approve the minutes from 11-24-2025 as written made by Pat K and seconded by Nancy M.
Motion passed.
2. Approval of Financial Statements
 - Motion to approve the Financial Statements made by Pat K and seconded by Sue D.
 - Motion passed.
3. Librarians' Reports
 - See bulleted reports
 - "little toilet" downstairs will eventually be eliminated
 - College students may be needed for snow clearing in front of building
 - The tree for lighting during the holiday season may need to be removed as it is listing and the Tree Warden will be asked to evaluate
4. Community Members Comments:
 - None present
5. Department of Libraries Grant Opening
 - Opened December
 - CFL eligible
 - Due by March 31, 2026
 - Awards by summer 2026
 - \$50,000-400,000
 - Critical repairs and accessibility
 - Webinars on Dept. of Libraries
 - Best to focus on one project
 - Possible add VT Room to downstairs floor bid from Giancola

6. Strategic Plan

- Much discussion on process
- First assess community needs
- Second review the needs and organize
- Third form the plan
- Accomplishments in a separate document

Motion to adjourn made by Pat S and seconded by Sue D.
Motion passed.

The meeting was adjourned by Chair Nancy mark at 6:50pm.

The next meeting is January 26, 2026 at 5:30pm.

Respectfully submitted,
Patricia A. Schroeder
Clerk

Castleton Free Library
Board of Trustees Meeting 12/22/2025
Library Director's Report

- We received an appropriation check for \$20,000.00 from the Town of Castleton. That should keep us in good stead until May or hopefully until the end of the FY. We also received our Courier grant from the VDL.
- Slate Valley Electric was in and repaired the light fixture downstairs. It is much brighter at the bottom of the stairway now.
- Our December programs were very well attended. We had over 250 visitors for the "Christmas in Castleton" event and made \$100.00 from the "Pop-up Shop". Our International student presentation had a dozen people which was very good considering we had to cancel at the last minute the first date and the weather was a bit iffy on the night they presented. We hosted a holiday gathering of the library's book club. It was a fun evening and January's book pick, "Mrs. Dalloway" was handed out. The wreath making workshop had 13 attendees and everyone made beautiful holiday wreaths. In January, I am hoping to schedule a movie night (for adults) where we will watch a film then have a discussion afterwards. If it well attended I may continue through the winter. After the holidays, I will plan 2-3 Vermont Humanities programs for next year (one late spring, one mid-summer and one in the fall).
- The State Statistics report is delayed but it will still be done for this year. I am waiting for information from the VDL.
- The library is closed Wednesday, 12/24 and Thursday 12/25. We are also closed Thursday, 1/1/206. Otherwise we are open our regular hours.

Respectfully submitted,
Mary Kearns, Library Director