

Castleton Free Library
Board of Trustees Meeting
March 23, 2026
APPROVED (April 27, 2026)

Present:

Board: Chair Nancy Mark (Nancy M), Pat Schroeder (Pat S), Sue DeCarolis (Sue D),
Mark Brownell (Mark B), Patrick Keller (Pat K)

Librarians: Mary Kearns, Library Director

Community Members: Lysie Johnson, Friends of the Castleton Free Library

Agenda:

The agenda was reviewed.

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

Motion passed.

1. Approval of Minutes from Reorganization Meeting 3-5-2026

- Motion to approve the minutes from 3-5-2026 as written made by Sue D and seconded by Pat K.

Motion passed.

Approval of Minutes from Meeting 3-5-2026

- Motion to approve the minutes from 3-5-2026 as written made by Sue D and seconded by Pat K.

Motion passed.

2. Approval of Financial Statements

Motion to approve the Financial Statements made by Pat K and seconded by Nancy M.

Motion passed.

- The CD for \$45,000 was not renewed but went back to Edward Jones fund
- The CD for \$30,000 was renewed

3. Librarians' Reports

- See bulleted reports
- Wonderful programs for all ages!

4. Community Members Comments/Concerns

- Lysie reports that the Friends support the piano concert for the community
- Will place posters
- An honorarium for NT will be provided
- Book sale in discussion
- Ice Cream Social for Colonial Day
- Library volunteers will be honored during Library Week

5. Repair of Basement Floor
 - Projects that are simple and ready to go will do better with the grants
 - Environmental Review is necessary
 - Consultant will write the grant at \$125/hr. with estimate of 10-15 hours
6. 1st Amendment Audits of Libraries
 - The CFL Behavior Policy needs to be simple and direct
 - Security cameras need to follow the ALA guidelines-use as the template
7. Piano Concert for the Community
 - March 27 at the Federated Church
8. National Library Week-April 19-26, 2026
 - Banner: "Love Your Library"
 - Raffles
 - Snacks
 - Programs
9. Date and Process for Strategic Plan Review
 - Tuesday, May 5, 2026 at 4pm
10. Motions needed
 - Motion to approve the two bids for upstairs painting as submitted in amounts of \$4,800 and \$6,500 by Crystal Ledge Carpentry made by Pat S and seconded by Mark B.
Motion passed.
 - Motion to replace threshold on stairway, emergency exit door and to place a removable cabinet to cover exposed hot water heater in upstairs bathroom with acrylic top for \$1,100 by Crystal Ledge Carpentry made by Pat S and seconded by Pat K.
Motion passed.

Motion to adjourn made by Pat S and seconded by Pat K.
Motion passed.

The meeting was adjourned by Chair Nancy Mark at 7:15pm.

The next regularly scheduled meeting is April 27, 2026 at 5:30pm.

Respectfully submitted,
Patricia A. Schroeder
Clerk

Castleton Free Library BOT Meeting
March 23, 2026

Librarian's report

- We've had several donations (total \$400.00) in Mark Axelson's memory. I may purchase a new mystery series in his name. The 990 will be filed soon. The accountant needed more info and I sent it earlier this week.
- The elevator inspector was here and found everything to be in great shape. We will be receiving our new inspection certificate soon. It comes from the state via mail.
- The new public computer has been installed and is working well.
- PR for the "Play Every Town" Piano concert was submitted and seems to have been successful. It has also been posted on our website, Facebook, and Instagram accounts. Thank you to Nancy Mark for organizing this. The Woman's Club did most of the PR for the Kenneth Cadow author visit but it is posted on the above sites and the library did a FPF post as well. April programs include a community poetry reading that we have been holding for the past several years in honor of National Poetry Month and a program on Shakespeare by Joyce Thomas on 4/23. VHC programs are being organized. I'm reaching out to the speakers of the following programs: "Extreme Survival: Lessons from Those Who Triumphed Against All Odds" and "Red Scare in the Green Mountains: Vermont in the McCarthy Era" to schedule visits. We will be partnering with the Castleton Historical Society for a nationwide reading of the Declaration of Independence on July 8th at 6:30 on the library steps.
- Our book group has been very popular and we had 17 members come to the last meeting. The Community Center Book Club has disbanded and a new club has been formed. The library will request copies for the new club.

Respectfully submitted,
Mary Kearns, Library Director

Children's and Young Adult Librarian Report CFL/BOT 3/23/26 Meeting

- I had a total of **31 first graders** and multiple staff from CES here on Tuesday, March 10th, for two stories, a craft and play time. We had a great time, and the kids enjoyed one story about Spring and one about Winter! I enjoyed seeing several former colleagues as well.
- **Books on display for March** are: Women's History Month, Spring themed, St Patrick's Day, Who HQ History Books (*a marvelous series that helps kids ages 7-14 discover all the fascinating stories and amazing facts about trailblazers, legends, places, and events in history*) & Sugaring.
- I applied for **Check out Forestry** which is a financial and technical assistance package offered by the Vermont Urban & Community Forestry Program (VT UCF). *"This project is designed to unite the practical benefits of trees with the vibrant role of public libraries in our communities. By enhancing library grounds with trees, this project aims to create more inviting, functional, and sustainable spaces for everyone to enjoy. Whether reducing cooling costs, minimizing glare on screens and pages, adding beauty to outdoor event areas, or providing quiet places for outdoor reading, trees play a pivotal role in improving the library experience. Annual funding and capacity for this initiative will vary, but in general, for each partnership with a Vermont public library, the financial and technical assistance package will include: At least 2 site visits from VT UCF staff to the public library to meet with the project lead(s), assess site conditions, and establish a planting plan. Purchase, delivery, and planting of trees suitable for library grounds. Purchase of essential supplies like irrigation tools and mulch to ensure successful establishment and growth. Tree care training by VT UCF staff for library and municipal staff and/or the public (optional)".*
- Other grants I am looking into: **The Paul Post fund for Libraries**, *The Paul Post Fund supports Vermont libraries to encourage and enhance reading by young adults.*
- We had an **encore performance of The Snowflake Man** on Friday, 3/20 with nationally known puppeteer, Sarah Frechette. The Castleton Elementary thirty-nine 4th grade students study Snowflake Bentley each year and are so happy we are offering this again in 2026. Mary and I marveled at how beautifully behaved, engaged, and fun this group of kids were!
- **Maddy** repainted the bench in the children's room, and I reupholstered it- the refresh looks great. We still have more decorating to do- pretty sure a touch of Spring Fever is motivating us to pretty up, clean out and organize under the kitchen counter as well as above it, do more organizing in the shed as well as the big closet (we are going to do a major overhaul sometime this Spring/Summer). The clearing & organizing has eliminated waste (we had supplies that had been hidden away for years) and enables us to prepare for event days, crafts, or to do repairs and/or maintenance more quickly saving on payroll.
- I am participating on March 27 at 1:30PM in a webinar, **Dinosaurs 101 for Librarians**, on the core concepts and techniques used by the American Museum of Natural History, and taught by the Family Learning Educator at the American Museum of Natural History, in teaching paleontology to young learners. This ties in with this year's Summer Reading Program theme, *Unearth a Story!*
- Next month will bring multiple programming for April vacation, Tails & Tales, possibly another class visit from CES, planning for the Ladybug Release Party (bigger and better!), and the VINS Summer Reading Kick-off event.

Respectfully submitted,

Pamela Arel, Children's and Young Adult Librarian