

August 2026 Davies Memorial Library Trustee Draft Meeting Minutes

Location: Davies Memorial Library

Date: Wednesday August 12, 2026 at 6:30

The mission of the Davies Memorial Library is to offer diverse and enriching literacy opportunities to inspire life-long learning in our community.

Call to Order: 6:38 Carrie called the meeting to order at 6:38

Attendance: Sarah, Robin, Colleen, Jen, Mikey, Carrie, Mary Jo, Dave Morrison

Minutes from June: [W June 2026 DML.docx](#) Colleen made a motion to accept, Jen seconded the motion. The trustees unanimously accepted the minutes.

Additions or changes to the Agenda: money donation

Public Comment: Dave Morrison wanted to share his concern with the library's dutch door. His concern is that the door is locked, and every room should have two exits for emergency exits. Dave's understanding was that Kandis and Deb had trouble locking the door. The downstairs door in the town lobby is double locked and not able for use as an emergency exit. Dave said that in June 2019 the dutch door worked great. He would like the Library to unlock both doors on the dutch door. Dave would like to offer the library a chance for him to work on the door.

Jen: Wondered if the town is in charge of the exterior and would the town be in charge of fixing the door.

Sarah: Made a proposal to have Dave look at the door and then his suggestions can be shared with the library board at the next meeting in September.

Financial Report: reports were handed out and reviewed

Old Business

1. Children's room renovation update: Tabled until we learn of our application status later "in summer." More information will come out in October about application grant. Part of the grant process includes sharing information with the chair and vice chair (Mike and Colleen) directly.
2. Annual review of by-laws [DML bylaws:Final 2026](#)

Suggestion: 1. Article 9 Article 5 section 5.2 third bullet get definitions and other examples to reword reviewed and tabled to make revisions possibly more.

Suggestion 2. Committees should be defined; Robert's rule or procedure.

3. Oct 2 Block Party 5-7:30 PM

- Jen, Jeremy & Robin: Food Truck Committee.
- Tack Room Bar has confirmed yes.
- Colleen will obtain a final price requested from the band (Doctors of Sound) of \$600. Robin made a motion to approve, Mary Jo seconded the motion, the trustees voted and accepted the expenditure for the band. Colleen will reach out to the band.
- No contracts with food trucks yet. Robin: "Vulgar Display of Poutine" is interested in participating. The Food Truck Committee will work together to find more trucks. The Food Truck Committee has permission to confirm two food trucks from DML trustees.
- Kandis and Sara have received approval for the festival permit for the party.
- Sarah will do the Marketing. North Star contact or other advertising. Sara will do marketing.
- Colleen will be in contact with the appropriate individuals for access to parking .

4. Book giveaway Schedule: DML are not going to build a schedule for the book give away set-up/clean up. Colleen started the book give away.

Sarah will continue with the book give away to clear the basement. Sarah wondered if it might be possible at trunk or treat to give books away. Sarah wondered what events she could do and what events she needs clarification from the DML board.

5. Director position: Welcome Sarah Kenney!

New business

1. Summer Reading Program: Success 71 total participants across all 3 days activities food and book reading. Sara gave her thank yous. Sara first day started on day one of Summer Reading: mysteries at your library:2027
2. Waterford - VT Historical Society event: Beth Kanell / Nola Forbes: 52 people attended.

3. Beth Kanell Transitions Poetry Workshop: 6 attendees
 4. Switchel Workshop: 5 attendees
 5. Dutch Door: Deb Benoit noted that insurance personnel did a walk through the library and did not note any problems with the dutch door.
 6. Add Moderator to Trustee Officer position: A board moderator manages meetings, guides discussion flow, and keeps proceedings fair and orderly following Robert's Rules and follows the DML's governing procedure and mission. A trustee mentioned that this is the role of the "Chairperson."
 7. Old computers: Sarah: new computers and old computers are wiped, 2 of the old computers may have value of \$250. Sarah will advertise the sale of computers on the DML facebook page and the front porch forum. The old computers and printers will be recycle following the Waste Management District procedures.
 8. Waterford Historical Society: discussion: reached out and wanted to connect partnership with library. Sara and Kandis had a discussion with Helen Pike (WHS) and Joy Worland from - Vt Dept of Libraries. The discussion was an exploratory conversation about partnering with DML. DML is willing to host, promote events, and share information for the Waterford Historical Society.
 9. Money Donation : Betty Ann Ryland made a cash donation from the 35 pie profit and donated it to DML. Thank you Betty Ann Ryland. Sara will send a thank you note.
- Colleen to get more information about axe throwing truck for the block party
 - Sarah shared her Director report
 - Next Meeting agenda to include: approve August meeting minutes, public comment, financial report, director report, suggestions for by-laws, Oct Block party updates, dutch door discussion.

Next Meeting: Wednesday September 9 at 6:30

Adjournment: 8:07 Mike made a motion, Mary Jo seconded it, and the DML trustees adjourned the meeting

