

Vaughn Public Library
Library Board Trustee Regular Meeting
Minutes October 8, 2025

Attending: Peter Levi, Michelle Jardine, Megan Robertson, Clarence Campbell, Lynn Garrington, Sarah Adams

Absent: Mary Asbach, Jim Crandall

Agenda: Approved (MR/LG)
September 2025 Minutes: Approved (CC/MJ)

Old Business:

Renovation Update – Adams reported the Main St entrance work, including pouring cement on the apron entrance and sidewalk may be delayed until spring. The new commercial windows and doors will not be installed until mid to late November and the sidewalk work should not be done until the doors are installed, so weather dependent – this work may be delayed until spring. Drywall and painting are happening on the third floor. Second floor still constructing rooms, some drywall up, electrician and HVAC work happening. First floor will be the last to complete – HVAC, bathrooms, workroom, director's office all framed. Contractor is still targeting Dec 19 finish with cleaning happening the following week.

Walk through invite extended for Saturday Oct 11, 2:30 pm and possibly Wed Nov 12, 4:30. The VPL is on the mover's schedule for Jan 5, 2026.

New Business:

Ashland High School Library: Sheva Ables-Alison, Ashland School District Librarian presented to the board about the high school media center. Robertson, Ables-Alison and VPL teen librarian will work together to connect more teens to the Vaughn.

Meeting Room Policies: The board had an initial discussion about creating meeting room use policies for the new rooms in the Vaughn. Adams will send the meetings document to the board electronically so links to other library policies are easily accessed.

Work Flow ;

November

- Fee schedule for profit use and non-profit use
- Which rooms carry a fee for use
- Digital lab – specific policy for this lab
- Kitchen – specific policy for kitchen

December

- Specific policy drafts with details, criteria, expectations

Dedication celebration – be sure to invite elected officials and DOA leadership (PL)

Adjourn (PL/MR)