



Library Board of Trustees Meeting  
502 Main St West  
October 14 2026

Call to order: PA, MA, CC, JC, LG, PL, MR

1. Approve Agenda
2. Approve Minutes September 2026
3. Public Comment
4. Continuing Business
  - a. Renovation Update
  - b. Budget 2027 Update
5. New Business
  - a. AI & Public Libraries
6. Director's Report
  - a. Statistical Report
  - b. Financial Report
7. Adjourn

**Building Update**

The DOA determined the AVI/FORTE contracts were not compliant with the procurement policies of the FFP grant. I am working on a corrective fix which entails updating the grant budget. We are moving AVI expenditures to the municipal bond side and moving some of the furnishing and grant administration to the FFP grant side. With the information Finance Director Julie Vailancourt has provided, it seems we may still have anywhere from \$28,000 - \$60,000 FFP funds remaining. It also looks like the project will be in the black when all is accounted for. More to come as the financial wizard is on vacation.

**AI Policy**

In September, I attended two continuing education webinars about AI. One was "What if Libraries led the AI movement" which framed AI as something to be understood, used ethically, and approached as a tool that needs some training before it can be used beneficially. The other provided a review of 101 AI life long learning courses to offer to patrons that also evolved into a bookclub using AI as a critical thinking tool. As you might expect, there was discussion of whether or not libraries should have an AI policy. ALA has some good examples of [AI policy for staff](#) and also some documents outlining recommendations for AI use within libraries. I have not discussed AI in depth with library staff, yet. I do think it is an information tool that we should help our community understand and use wisely. Wondering what your thoughts are?

**Programming**

Spooktacular in the library will be happening on Halloween after the library closes. We are decorating and inviting families to trick-or-treat here before they head out to the neighborhoods.

**Budget**

After conversations with Finance and Administration, I submitted a budget that does not include the additional \$10,000 for two part-time positions. Here's the excerpt from the 2027 Budget Narrative.

*Over the last decade, the Vaughn Library has used its fund balance to achieve a balanced budget. This practice is unsustainable, as we are looking at a soon depleted fund balance (2029). To address this, the library is reducing personnel costs through a small reduction of FTE hours from 5.12 to 5 which translates to one employee moving from 40/week to 35/week. In 2028, the FTE hours will go to 4.88. This allows an annual increase to meet the cost of living. A reduced workforce may eventually impact services the library offers. Collections receive a 4% increase reflecting inflation costs for materials, but no increase in quantities of materials. Overall, the Vaughn Library 2027 budget is 4% higher compared to 2026. Borrowing from the fund balance is \$51,000.*

**On the Horizon**

Garage sale / FB marketplace effort! Other City departments have taken a few things. I will probably upload everything to FB marketplace or just do a few at a time. Thanks Lynn for helping me photo and price everything.