

**Jamaica Memorial Library
Board of Trustees-Meeting Minutes
February 17, 2026**

Meeting called to order at 6:07pm

In attendance: Danielle Witham, Paul Rovinelli, Greg Joly, Laura Dauchy LaMarche, Madeline Helser-Librarian

Minutes

- Greg made a motion to approve the minutes from the January meeting
- Laura seconded the motion-minutes approved unanimously

Librarian's Report

- See Attached

Old Business

- HUD Grant Application
 - Laura motioned to approve Madeline to apply for the Public Facilities Preservation Grant Initiative for Small, Rural, Public Libraries through the Vermont Department of Libraries.
 - Greg seconded the motion, passed unanimously
 - Paul Rovinelli read the draft of the letter to the Grant Committee stating approval for Madeline to apply for the above grant.
 - One punctuation change was made.
 - Greg moved to vote to accept and approve the letter to be used in the grant with the punctuation change.
 - Laura seconded the motion. Passed unanimously.
- Secretary Position
 - Siobhan McDermott is interested, will volunteer and be voted on at Town Meeting.
 - Madeline mentioned that there is only one board position listed on the warning for the town meeting although we have both Laura's position as treasurer and the secretary position to officially fill. Greg said we can add it in during the meeting.

New Business

- Irving Oil indicated we needed to clear the paths to the propane tanks, which is why the adult room heater ran out of propane.
 - Action Item: Greg will clear the paths
- Madeline read aloud the draft of the Library Code of Conduct update (see attached)
 - Recommended changes:
 - Boisterous to obstreperous
 - Add "physical contact"

- Greg moved to accept the policy update with changes above
- Laura seconded, passed unanimously
- Madeline read aloud the draft of the Vulnerable Persons Policy
 - 2 suggested edits to language and grammar
 - Paul makes a note that these policies are really to say that we do have them to back us up, but have no real legal ground.
 - Greg moved to accept the policy with the above changes
 - Laura seconded, passed unanimously
 - Action Item: Madeline to post on website when edited as suggested.

Treasurer's Report

- Laura got the financial statements and spoke with Sara Wiswall. There are numbers in the wrong columns but she is working with Madeline to correct them before the end of the year.

Greg made a motion to adjourn the meeting at 6:50pm. Paul seconded. Motion passed.

Minutes taken by Danielle Witham