

Minutes of the Wead Library Board Meeting June 22, 2026

Present: Kaitlin Parker, board member
 Lucille Poirier, President
 Anne Werley Smallman, Secretary
 Darlene Fanus, Finance Officer
 Mary McDonald, Principal Library Clerk
 Rachel Child, board member

Call to order: 4:34 pm by Lucille Poirier, President.

Motion by Kaitlin Parker/second by Darlene Fanus to approve the minutes of the meetings on May 26, 2026. Unanimously approved. Motion by Kaitlin Parker/second by Darlene Fanus to approve the minutes of the meetings on May 29, 2026. Unanimously approved.

Treasurer's reports for May 2026 have not yet been received from MCSD.

Mary McDonald has not yet prepared the April & May bills report for Trustee approval, but made paid invoices available to Trustees to check. Mary noted that RSI roofing should not be charging us for the emergency roof repairs necessitated by the June 6 leak - further repairs to the alarm system and lighting should also be paid by RSI, which will be monitored by Mary.

Communications:

- Thank you notes sent to:
 Book Sale volunteers: Liz Marshall, Barb Winthrop-Benware, Chris Eggsware, Jeanne LeClerc, Jan Chatland, Debbie Trickey
 Storytime volunteers: Alexandra Dolan, Families R Us

Library Report by Mary McDonald:

- see attached report

Old Business

- Roof/Window construction project:
 - roof work continues - slate is going on
 - Mid-construction update meeting is Wednesday 6/24 @1pm with Bernie Brown and Tim Leahy and RSI
- Reminder to Trustees to complete 2 hours of board training plus annual sexual harassment prevention training this year.
- Full time Clerk position: the May 2026 Civil Service Exam results are in, and we are free to hire from the list.

New Business

- HVAC System for main floor back (fiction) room air conditioning project:

- Rachel Child spoke with vendors to gauge their interest: Holmes Mechanical, Be Cool (Peru) and High Peaks (Lake Placid). Harris Oil has already given us an estimate of \$10,099.09 for 24K BTU condenser and 2 12K BTU mini-splits. She will continue to get quotes.
- The boiler is ~16 years old. The heating system may need to be replaced soon, so we need to think in terms of long-term system replacement for whatever we do in the immediate project - what we do now needs to work well for the future. Mary will consult with MCSD re: what the requirements are & Rachel will find who we can hire to create a plan that we can send out to bid for a full project.

Motion by Rachel Child/second by Darlene Fanus to move into Executive Session to discuss the matters of personnel compensation and job descriptions at 5:49pm

Motion by Kaitlin Parker to move out of executive session/second by Anne Smallman at 6:49pm

Motion by Kaitlin Parker/second by Darlene Fanus:

WHEREAS the Fiscal Year of the Library runs from July 1 to June 30; and

WHEREAS from July 1, 2025 to June 30, 2026 (the "Interim") the Library was without adequate full-time staff and

WHEREAS the Board has found that during the Interim the part-time employees, Betsy Brabon, Sharon Carey, Gayle Cypher, Tammy Henderson, Jeanne LaVoie, Marian McGarvey, Bethany Perry, Kim Smythe, and Zelleah Senter uniformly showed loyalty and excellent service beyond the scope of what was required; and

WHEREAS the Board finds that it serves the interests of the Library to honor that loyalty and service; and

WHEREAS the moneys budgeted for the staff during the Interim were not re-allocated;

BE IT RESOLVED that the Board shall arrange for a one-time payment equal to 27% of their total compensation for the first 10.5 months of the 25-26 Fiscal Year ("Interim Stipend") in their final paycheck of the Fiscal Year; and

BE IT FURTHER RESOLVED that said employees may direct up to the allowed amount to their NYS Retirement; and

BE IT FURTHER RESOLVED that such Interim Stipend is a one-time payment.

Unanimously approved.

Motion by Darlene Fanus/second by Rachel Child to approve the updated Job Description for the Library Director 1 position (attached). Unanimously approved.

Motion by Rachel Child /second by Kaitlin Parker to hire Zelleah Senter for the position of full-time Library Clerk at a rate of \$16.40/hr. Unanimously approved.

Motion by Darlene Fanus to adjourn/second by Rachel Child. Meeting adjourned at 6:54pm

The next regularly scheduled board meeting will be July 20, 2026 at 4:30pm.

Respectfully submitted,

Anne Werley Smallman
Secretary, Board of Trustees