

**Wead Library**  
64 Elm Street  
Malone, NY 12953

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**Agenda**  
**March 18, 2024**

To: Members of the Board of Trustees

Subject: The following is the expected agenda for the March 18th meeting of the Wead Library's Board of Trustees, which will be held that Monday on the main floor of the library.

Approval of the minutes of the previous meeting – February 26, 2024

Treasurer's Reports – February 2024

Action on Bills – February 2024

Communications – Sent: Thank you to anonymous \$1000 donation

Thank you email to Malone Telegram for eclipse coverage

Library Report - March 2024

Librarians' Reports - March 2024

Old Business – Trustee Training Sharing Session  
Roof/Window Project  
2024-2025 Budget

New Business – 2023 Annual Report  
Security Camera Policy

Date for Next Board Meeting – Monday, April 15, 2024 @ 7:00pm  
(Budget Informational Meeting)

Adjournment

## Minutes of the Wead Library Board Meeting February 26, 2024

Present: Melissa Benardot, President  
Anne Werley Smallman, Secretary  
Chris Eggsware, Vice President  
Lucille Poirier, board member  
Jeanne LeClerc, Treasurer  
Chelsie Russo, Librarian I  
Mary McDonald, Principal Library Clerk

Call to order: 7:07 pm by Melissa Benardot, President

Motion to approve the minutes of the January 22, 2024 meeting by Chris Eggsware/second by Jeanne LeClerc. Approved unanimously.

Motion to accept the September 2023, October 2023, November 2023, December 2023 and January 2024 treasurer's reports, by Chris Eggsware/second by Jeanne LeClerc. Approved unanimously.

Motion to accept the January 2024 bills as paid, by Lucille Poirier/second by Chris Eggsware. Approved unanimously.

### Communications:

- Thank you from homeschool group for field trip
- Thank you from anonymous personal care pantry user
- Thank you to book sale volunteers
- Notice of memorial donation to Elizabeth LaBombard
- Thank you to Robert & Andrew Dupuis for memorial donation

Library Report by Mary McDonald: *see attached*

Librarian Reports by Chelsie Russo and Karlee Martin: *see attached*

### Old Business

- **Trustee Training Sharing Session** *no Trustees had completed additional training since the last meeting*
- **Roof/window project update** - Mary McDonald provided Trustees with the Architecture & Engineering proposal by Beardsley Architects & Engineers (redacted for public consumption). Beardsley will respond in writing to any questions posed by Trustees in

advance of April 15 public budget meeting. Discussion of possible impact on staff and patrons during active construction and asbestos abatement phases.

### New Business

- **2024-2025 budget** - Mary McDonald presented Trustees with draft budget numbers that would result in a 6.66% tax increase. The frequent increases in minimum wage have increased the salary and benefits budget category. Motion to accept draft budget numbers by Lucille Poirier/second by Jeanne LeClerc. Approved unanimously.

The next regularly scheduled board meeting will be March 18, 2024 at 7pm

Adjourned at 8:22pm on motion by Lucille Poirier/second by Jeanne Leclerc.

Respectfully submitted,  
Anne Werley Smallman  
Board of Trustees