

Wead Library
64 Elm Street
Malone, NY 12953

Agenda
September 19, 2022

To: Members of the Board of Trustees

Subject: The following is the expected agenda for the September 21st meeting of the Wead Library's Board of Trustees, which will be held that Tuesday on the main floor of the library.

Approval of the minutes of the previous meeting – June 21, 2022

Treasurer's Reports – June 2022

Action on bills – June 30, 2022, July 2022, August 2022

Communications – Thank you to J LeClerc for donation
- Recognition from Assemblyman Billy Jones

Library Report - September 2022

Librarian's Report - September 2022

Old Business – Reopening Status
- Civil Service Update
- Long-Range Plan
- Trustee Training Requirements

New Business – Hours
- Fuel Oil Bids

Date for Next Board Meeting – Monday, October 17, 2022 @ 7:00pm

CEFLS Board Meeting - Monday, October 24th @ 4:30pm

Adjournment

Minutes of the Wead Library Board Meeting on June 21, 2022

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

Excused: Melissa Benardot, President

Call to order: 7:10 pm by Chris Eggsware, Board Vice President.

Motion to approve the minutes of the May 16, 2022 meeting by Lucille Poirier/second by Jeanne LeClerc. Approved unanimously.

Motion to approve the treasurer's reports of May 2022 by Jeanne LeClerc/second by Anne Werley Smallman. Approved unanimously.

Motion to accept the June 2022 bills as paid, by Jeanne LeClerc /second by Lucille Poirier.

Communications:

- Mary McDonald sent thank you notes to book sale volunteers

Library Reports by Mary McDonald: *see attached*

Librarian's Reports by Chelsie Russo: *see attached*

- The Strategic Plan/Long-Range Plan and 5-yr Technology plan both need to be updated. The Board and Senior Staff will work on this gradually, together, as a regular board agenda item.

Old Business

- **Reopening Status:** The library continues in phase 6: recommended masks and hand-sanitizer but not required.
- **Civil Service update** - per email from Melissa Benardot: Civil Service approved without further changes, but required new signatures from Melissa, so not effective yet. Question: If the board wants to move Nicole into the Senior Library Clerk position, will that entail a competitive or a promotional civil service exam? Needs clarification.
Motion by Anne Werley Smallman / second by Jeanne LeClerc and Lucille Poirier: we provisionally appoint Mary McDonald to the position of Principal Library Clerk once it is posted available by the Civil Service Department.
 Approved unanimously.

Motion by Anne Werley Smallman / second by Lucille Poirier: we provisionally appoint Nicole Andre to the position of Senior Library Clerk once it is posted available by the Civil Service Department. Approved unanimously.

- **Computer upgrade** - library is in possession of all of the donated computers. A "kick-off call" with Symquest will be July 29 and then the in-person installation of upgraded software will begin August 3 and will take 3-5 days. A single laptop with Horizon will be used for circulation while the staff computers are being upgraded. Three laptop computers were ordered (this year's budget) for mobile computing needs.

New Business

- **New employees:** training schedule will be developed
 - Dominick Andre *part-time* library page
 - Jayne Tracy *part-time* library page substitute
- **Stone wall repair** - Bruce Crompt, Seven C's, and Mountain Creek Masonry were contacted. Estimates from Bruce Crompt and Seven C's were shared with the board.

Motion by Anne Werley Smallman / second by Lucille Poirier to accept the estimate by Seven C's Masonry Repair & Restoration and to move forward with the proposed work. Approved unanimously.
- **Adult yoga program proposal** - patron Noele Brabon proposed a weekly yoga class at the library October - May. The program will be free to patrons; the library will purchase and provide mats and blocks to participants.

Motion by Lucille Poirier / second by Jeanne Leclerc to approve the proposed weekly yoga class programming. Approved unanimously.

Motion to enter executive session at 8:20pm by Anne Werley Smallman / second by Lucille Poirier to discuss personnel matters relating to the appointment, promotion and job descriptions of staff. Exited executive session on motion by Lucille Poirier / second by Jeanne LeClerc at 8:34pm.

The next regularly scheduled board meeting will be September 19, 2022 at 7pm.

Adjourned at 8:36pm on motion by Lucille Poirier/second Anne Werley Smallman.

Respectfully submitted,
Anne Werley Smallman
Board of Trustees

WEAD LIBRARY - FOR PERIOD ENDING JUNE 30, 2022

05/31/22 Checking Account Balance-NBT Bank

\$4,322.28

Plus Receipts:

Photocopies \$43.27
 Fines \$9.25
 Interest - .02% \$0.36
 Refund \$0.00
 Miscellaneous Revenues - Refund Prior Year \$0.00
 Book Reimbursement \$5.00
 Book Sales \$589.00
 LOCAL LIBRARY SERVICES AID \$0.00
 Donations \$13.00
 Taxes \$0.00
 Transfer From Other Accounts \$60,000.00

Less: Warrant & Transfers

6/30/22 Checking Account Balance

5/31/22 Investment: NBT Bank

\$1,579,114.67

Plus Receipts:

Interest - .1000% \$125.90
 Taxes \$0.00
 DONATION \$0.00

Less: Transfers

6/30/22 NBT & Community Bank

\$1,519,240.57

Trust Fund: NBT MONEY MARKET - 0.1000%

	Balance 5/31/22	Additions	Withdrawal	Interest	Balance 6/30/22
Dickinson	\$17,726.31			\$1.47	\$17,727.78
Ransom	\$4,193.52			\$0.35	\$4,193.87
Rust	\$50,262.93			\$4.16	\$50,267.09
Furness	\$15,405.58			\$1.28	\$15,406.86
Taylor	\$14,640.69			\$1.21	\$14,641.90
Cashman	\$53,212.27		\$0.00	\$4.41	\$53,216.68
Total	\$155,441.30	\$0.00	\$0.00	\$12.88	\$155,454.18

WEAD LIBRARY
CALENDAR ANNUAL FINANCIAL STATEMENT

30-Jun-22

GENERAL	CD & MM	WEAD TRUST	PETTY CASH	DUE TO ERS/AP	TOTAL
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BALANCES 12/31/19

\$14,214.33	\$1,718,440.80	\$155,376.68	\$75.00	\$0.00	\$1,888,106.81
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-22572.34 \$1,865,534.47

CASH RECEIPTS:
GENERAL RECEIPTS
REAL PROPERTY TAXES
INTEREST EARNED
DUE TO RETIREMENT/ ACCR LIAB./ PREPAID EXP
DUE FROM OTHER FUNDS
TRANS FROM MM/CKING
TOTAL RECEIPTS

\$6,295.08	\$0.00	\$0.00	\$0.00	\$0.00	\$6,295.08
\$63,838.53	\$0.00				\$63,838.53
\$1.88	\$799.77	\$77.50			\$879.15
\$17,838.70	\$0.00				\$17,838.70
\$0.00	\$0.00				\$0.00
\$177,427.66	\$0.00	\$0.00			\$177,427.66
\$265,401.85	\$799.77	\$77.50	\$0.00	\$0.00	\$266,279.12

CASH DISBURSEMENTS:
GENERAL DISBURSEMENTS
PAYROLL
TRNS TO MM/CHK/BK FUND
TOTAL EXPENSES

\$269,986.45	\$200,000.00	\$0.00	\$0.00	\$0.00	\$269,986.45
\$4,327.08					\$4,327.08
\$0.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00
\$274,313.53	\$200,000.00	\$0.00	\$0.00	\$0.00	\$474,313.53
\$0.00	\$0.00				\$0.00

BALANCE ON 30-Jun-22
BOOKS ON 30-Jun-22
DIFFERENCE

\$5,302.65	\$1,519,240.57	\$155,454.18	\$75.00	\$0.00	\$1,680,072.40
\$5,302.65	\$1,519,240.57	\$155,454.18	\$75.00	\$0.00	\$1,680,072.40
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	L200	L202	L230	L210	

-\$17,838.70 \$1,662,233.70

\$1,674,694.75

Malone Central School District
Wead Library Fund Trial Balance for Fiscal Year 2022
Cycle 99
Post Dates From 07/01/2021 To 06/30/2022

G/L Account	Description	Debits	Credits
Assets			
200.00	Cash	5,302.65	
202.00	Cash - MM - Wead - NBT	1,519,240.57	
210.00	Petty Cash	75.00	
230.01	Exp Trust - Dickinson	17,727.78	
230.02	Exp Trust - Ransom	4,193.87	
230.03	Exp Trust - Rust	50,267.09	
230.04	Exp Trust - Furness	10,406.86	
230.05	Exp Trust - Taylor	14,641.90	
230.06	Exp Trust - Ethel Cashman	53,216.68	
230.07	NON Exp - Furness	5,000.00	
391.GF	Due From - MCSD	4,327.08	
Liabilities, Reserves and Fund Balance			
600.99	Accounts Payable		10,378.18
601.00	Accrued Liabilities		2,086.41
637.00	Due to Employees' Ret. System		5,374.11
899.00	NonExp Trusts		5,000.00
914.00	Assigned Appropriated Fund Bal		156,169.00
915.00	Assigned Unappropr Fund Bal		5,808.88
917.00	Unassigned Fund Balance		1,499,582.90
	Grand Totals	1,684,399.48	1,684,399.48

Malone Central School District
Revenue Status Report As Of: 06/30/2022
Fiscal Year: 2022
Fund: L Weald Library Fund

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
1001.000		Real Property Taxes	566,000.00	0.00	566,000.00	565,645.91	354.09	
2080.001		Photocopies	270.00	0.00	270.00	979.37		709.37
2080.002		Fines	300.00	0.00	300.00	239.64	60.36	
2401.000		Interest and Earnings	5,818.00	0.00	5,818.00	1,750.37	4,067.63	
2650.000		Book Sales	420.00	0.00	420.00	1,427.00		1,007.00
2690.000		Compensation - BK Reimb	149.00	0.00	149.00	340.00		191.00
2705.000		Gifts and Donations	3,243.00	0.00	3,243.00	4,953.00		1,710.00
2705.001		Pantry Funds	0.00	259.00	259.00	259.00		
2770.000		Unclassified Revenues Specify	0.00	0.00	0.00	879.60		879.60
2770.002		Misc Mini Grants	300.00	0.00	300.00	1,910.00		1,610.00
3840.000		Local Library Serv Aid	4,105.00	0.00	4,105.00	5,701.04		1,596.04
5999.000		Appropriated Fund Balance	158,495.00	0.00	158,495.00	0.00	158,495.00	
5999.999		Est. for Carryover Encumbrance	0.00	5,739.67	5,739.67	0.00	5,739.67	
Total Weald Library Fund			739,100.00	5,998.67	745,098.67	584,084.93	168,716.75	7,703.01

* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.
These are estimates to balance the budget

Malone Central School District

Budget Status Report As Of: 06/30/2022

Fiscal Year: 2022

Fund: L Wead Library Fund

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
4600-160	Professional Salaries	65,000.00	0.00	65,000.00	43,226.24	0.00	21,773.76
4600-161	Clerical Expenses	148,000.00	0.00	148,000.00	146,705.41	0.00	1,294.59
4600-162	Part Time Help	66,000.00	0.00	66,000.00	40,703.46	0.00	25,296.54
4600-201	Equipment	14,000.00	834.41	14,834.41	7,785.34	1,497.00	5,552.07
4600-321	Books & Library Materials	23,000.00	2,711.67	25,711.67	12,044.71	891.77	12,775.19
4600-322	Children's Materials	9,000.00	1,495.48	10,495.48	7,175.34	2,287.57	1,032.57
4600-323	Videos	2,000.00	0.00	2,000.00	716.07	0.00	1,283.93
4600-325	Magazines	2,000.00	0.00	2,000.00	1,569.70	0.00	430.30
4600-326	Electron Format Materials	13,000.00	0.00	13,000.00	11,660.57	0.00	1,339.43
4600-327	Audio Books	2,500.00	97.94	2,597.94	1,860.14	52.40	685.40
4600-341	Office & Library Supplies	3,600.00	335.29	3,935.29	3,099.41	0.00	835.88
4600-342	Postage	3,000.00	0.00	3,000.00	870.00	0.00	2,130.00
4600-400	Janitorial Svc & Supplies	25,000.00	264.88	25,264.88	20,515.70	0.00	4,749.18
4600-401	Contractual	13,000.00	0.00	13,000.00	12,273.30	0.00	726.70
4600-410	Insurance	9,000.00	0.00	9,000.00	5,833.56	0.00	3,166.44
4600-420	Electric & Oil	27,000.00	0.00	27,000.00	22,918.07	0.00	4,081.93
4600-421	Telephone	5,000.00	0.00	5,000.00	3,210.01	0.00	1,789.99
4600-480	Other Expenses	8,000.00	0.00	8,000.00	5,565.79	0.00	2,434.21
4600-481	Pantry Fund	0.00	259.00	259.00	122.54	136.46	0.00
4600-500	Capital Improvement	100,000.00	0.00	100,000.00	13,079.97	943.68	85,976.35
4600-610	Retirement	50,000.00	0.00	50,000.00	27,728.10	0.00	22,271.90
4600-615	Social Security	22,900.00	0.00	22,900.00	17,542.78	0.00	5,357.22
4600-616	Health Insurance	100,000.00	0.00	100,000.00	72,736.60	0.00	27,263.40
4600-617	NYS Unemployment Ins	4,000.00	0.00	4,000.00	3,130.00	0.00	870.00
4600-618	Workers Compensation	2,500.00	0.00	2,500.00	1,979.00	0.00	521.00
4600-619	Vision Care	1,600.00	0.00	1,600.00	1,168.32	0.00	431.68
4600-921	Bldg Fund & Repair Contra	20,000.00	0.00	20,000.00	11,804.85	0.00	8,195.15
Total Wead Library Fund		739,100.00	5,998.67	745,098.67	497,024.98	5,808.88	242,264.81

**Wead Library, Malone, NY
Additional Bills Submitted for Approval
June 30, 2022**

<u>ACCT</u>	<u>ITEM</u>	<u>VENDOR</u>	<u>COST</u>	<u>VENDOR TOTAL</u>	<u>ACCOUNT TOTAL</u>
201	EQUIPMENT	Nat'l Business Tech - contract overage (Pd)		\$ 97.99	
		TechSoup - 3 HP Laptops (Pd)		\$ 1,497.00	\$ 1,594.99
321	BOOKS & LIBRARY	Baker & Taylor (Pd)		\$ 109.31	
	MATERIALS	Grey House Publishing - Mental Health (Pd)		\$ 163.00	\$ 272.31
322	CHILDREN'S	Petty Cash - Amazon D&D books (Pd)		\$ 45.82	\$ 45.82
	MATERIALS				
323	VIDEOS	MMcDonald - reimb Amazon dvds (Pd)		\$ 67.88	\$ 67.88
401	CONTRACTUAL	Symquest - Labor Deposit for project (Pd)		\$ 5,090.00	\$ 5,090.00
421	TELEPHONE	Westelcom - Phone/internet - June 2022 (Pd)		\$ 269.88	\$ 269.88
480	OTHER EXPENSES	M McDonald - reimb story walk laminating (Pd)		\$ 149.00	\$ 149.00
	SUPPLIES				
					\$ 7,489.88

Additional bills submitted for fiscal year end

Wead Library, Malone, NY
Bills Submitted for Approval
July 26, 2022

<u>ACCT</u>	<u>ITEM</u>	<u>VENDOR</u>	<u>COST</u>	<u>VENDOR TOTAL</u>	<u>ACCOUNT TOTAL</u>
201	EQUIPMENT	Wells FargoVen Fin Serv - circ printer (Pd)		\$ 42.00	
		Demco - voice amplifier/letterboard (Pd)		\$ 524.71	\$ 566.71
321	BOOKS & LIBRARY MATERIALS	Baker & Taylor (Pd)	\$ 520.70		
		Baker & Taylor (Pd)	\$ 273.75		
		Baker & Taylor (Pd)	\$ 482.63	\$ 1,277.08	
		Wall Street Journal - 1 yr subscription (Pd)		\$ 659.88	
		MMcDonald - reimb amazon book (Pd)		\$ 10.79	\$ 1,947.75
322	CHILDREN'S MATERIALS	Ingram Library Services (Pd)	\$ 49.25		
		Ingram Library Services (Pd)	\$ 415.89	\$ 465.14	\$ 465.14
323	VIDEOS	MMcDonald - reimb dvd (Pd)		\$ 9.49	\$ 9.49
326	ELECTRONIC FORMAT MAT.	CRusso - reimb 2 yr wix subscription (Pd)		\$ 132.19	\$ 132.19
327	AUDIOS	Bestsellers Audio - 2 cd books (Pd)	\$ 113.94		
		Bestsellers Audio - 1 cd books (Pd)	\$ 52.40	\$ 166.34	\$ 166.34
341	OFFICE & LIBRARY SUPPLIES	TLS - CD Binder albums (Pd)		\$ 208.36	
		WB Mason - misc office supplies (Pd)		\$ 183.39	\$ 391.75
400	JANITORIAL EXPENSES	Citizen Advocates - May/June custodial (Pd)		\$ 2,964.78	
		Valley paper Co - Toilet tissue/towels (Pd)		\$ 88.45	\$ 3,053.23
401	CONTRACTUAL	SymQuest - July 2022 (Pd)	\$ 465.00		
		SymQuest - Aug 2022 (Pd)	\$ 465.00		
		SymQuest - fix microsoft issue copier	\$ 93.00	\$ 1,023.00	
		InStream - microfilm maint agreement (Pd)		\$ 630.00	\$ 1,653.00
410	INSURANCE	King-Clark - added gazebo to policy (Pd)		\$ 8.02	\$ 8.02
420	ELECTRIC, OIL & WATER EXPENSES	National Grid - outdoor light (Pd) 106 kWh	\$ 38.73		
		National Grid - electric (Pd) 2870 kWh	\$ 809.96	\$ 848.69	
		Village of Malone - water/sewer (Pd)		\$ 140.00	\$ 988.69
421	TELEPHONE	Westelcom - phone internet July 2022 (Pd)		\$ 271.42	\$ 271.42
480	OTHER EXPENSES	MMcDonald - reimb velcro dots (Pd)	\$ 8.63		
		MMcDonald - reimb yoga mats/blocks (Pd)	\$ 189.00		
		MMcDonald - reimb for mat/frame (Pd)	\$ 148.99	\$ 346.62	
		Industrial Press - book marks (Pd)		\$ 133.00	
		L Keyes - L Ingalls Wilder show (Pd)		\$ 400.00	
		Pipsqueak's Party Time - show (Pd)		\$ 275.00	
		NNYLN - annual membership (Pd)		\$ 52.50	
		Universal Advertising - 3x3 ad (Pd)		\$ 160.00	
		Noah's Art Wkshp - 5 seahorses (Pd)		\$ 64.95	
		Rustic Riders - Adirondack music show		\$ 200.00	

**Wead Library, Malone, NY
Bills Submitted for Approval
July 26, 2022**

480	OTHER EXPENSES	Petty Cash - PC - kids' refreshments (Pd)	\$ 27.94		
	CONT'D	Petty Cash - Walmart - planter (Pd)	\$ 14.74		
		Petty Cash - JoAnn - pom poms (Pd)	\$ 8.07	\$ 50.75	\$ 1,682.82
500	CAPITAL IMPROVE	Keating's Electric - Gazebo Hookup (Pd)	\$ 2,000.00		
		Keating's Electric - remove/install light (Pd)	\$ 180.00		
		Keating's Electric - install 3 lights (Pd)	\$ 360.00	\$ 2,540.00	
		Rivers Edge Const - gazebo ramp (Pd)		\$ 943.68	
		MMcDonald - reimb 4 light fixtures (Pd)		\$ 339.92	\$ 3,823.60
619	VISION CARE	CSEA - employee vision care 7/22 (Pd)	\$ 97.36		
		CSEA - employee vision care 8/22 (Pd)	\$ 97.36	\$ 194.72	\$ 194.72
921	BLDG FUND & MAINT.	G&E Extinguishers - annual inspection (Pd)		\$ 55.00	
		Citizen Advocates - landscaping, plants (Pd)		\$ 621.88	
		Demco - YA area wood shelving (Pd)		\$ 2,234.94	
		MMcDonald - reimb stakes, hammer (Pd)		\$ 64.67	\$ 2,976.49
					\$ 18,331.36

Wead Library, Malone, NY
Bills Submitted for Approval
August 30, 2022

<u>ACCT</u>	<u>ITEM</u>	<u>VENDOR</u>	<u>COST</u>	<u>VENDOR TOTAL</u>	<u>ACCOUNT TOTAL</u>
201	EQUIPMENT	Wells FargoVen Fin Serv - circ printer (Pd)		\$ 42.00	\$ 42.00
321	BOOKS & LIBRARY MATERIALS	Baker & Taylor (Pd)	\$ 271.00		
		Baker & Taylor (Pd)	\$ 234.73		
		Baker & Taylor (Pd)	\$ 394.99	\$ 900.72	
		Grey House Publishing - fiction core coll (Pd)		\$ 278.00	
		Center Point Large Print (Pd)		\$ 16.49	\$ 1,195.21
322	CHILDREN'S MATERIALS	Ingram Library Services (Pd)	\$ 123.97		
		Ingram Library Services (Pd)	\$ 34.77		
		Ingram Library Services (Pd)	\$ 45.74	\$ 204.48	
		Midamerica Books (Pd)		\$ 1,112.98	
		C Russo - reimb books from Festival (Pd)		\$ 90.58	\$ 1,408.04
327	AUDIOS	Bestsellers Audio - 7 cd books (Pd)		\$ 341.30	\$ 341.30
341	OFFICE & LIBRARY SUPPLIES	Industrial Press - window envelopes (Pd)		\$ 125.84	
		WB Mason - double stick tape (Pd)		\$ 41.88	\$ 167.72
400	JANITORIAL EXPENSES	Citizen Advocates - July custodial (Pd)		\$ 1,482.39	\$ 1,482.39
401	CONTRACTUAL	Faronics - 5 deep freeze licenses (Pd)		\$ 475.00	\$ 475.00
420	ELECTRIC, OIL & WATER EXPENSES	National Grid - outdoor light (Pd) 106 kWh	\$ 39.33		
		National Grid - electric (Pd) 3901 kWh	\$ 996.24	\$ 1,035.57	\$ 1,035.57
421	TELEPHONE	Westelcom - phone internet August 2022 (Pd)		\$ 271.44	\$ 271.44
480	OTHER EXPENSES	MMcDonald - reimb yoga blocks (Pd)		\$ 64.80	
		Swank Motion Pictures - outdoor movie(Pd)		\$ 295.00	
		CEFLS - Cultural Services contract (Pd)		\$ 1,065.00	\$ 1,424.80
617	UNEMPLOYMENT	Underpaid (Pd)		\$452.58	\$ 452.58
619	VISION CARE	CSEA - employee vision care 9/22 (Pd)		\$ 97.36	\$ 97.36
921	BLDG FUND & MAINT.	Cornerstone - new dual capacitor on air (Pd)		\$ 315.76	\$ 315.76
					\$ 8,709.17

Library Report 9/19/2022

The Wead Library experienced a very busy summer, and the fall calendar is full. We are back to pre-pandemic operations and busier than ever.

One of our focuses has been collaboration with local businesses and our fall lineup is doing just so. The Bokie's Sweet Reads bookmark ice cream program will be wrapping up its 2nd year in mid-October. We recently hosted both the Carole Bracy Photography Show and the Whimsical Women & Mischievous Men Art Show on the 3rd floor. On Friday, September 9th we co-hosted a family movie night in Arsenal Green Park with the Malone Chamber of Commerce. The library's *Apple Picking Day* storywalk was on display at Prairie's Orchard September 17th for Art in the Orchard event. With grants through CEFLS, we were able to secure two fall programs (RiverJack Z and Indigenous Peoples). The programs are open to the public and two fourth grade classes from both St Joe's and Flanders Schools accepted our invitations to attend. Through the Great Give Back program in October, lap blankets will be donated to Hospice of the North Country. We are excited to be reaching more people in the community through these collaborations.

Taking into consideration the results of our patron survey this spring, we have tweaked our regular lineup of programs. Lego Club and Family Movie Matinee will begin running once a month. Therapy Dogs have returned on a weekly basis when available. Weekly story hours are commencing for pre-K and toddlers. The teen D&D group meets twice a month. Pre-teen and teens will be able to participate in separate monthly book clubs. We are working to bring back an adult book club and knitting group.

The library has also been fortunate to have people reach out and volunteer to bring opportunities to the public. Noele Brabon's weekly yoga program has had an overwhelming response. Cathie Bonville will be running an adult sound bath and another one just for teens. We had 2 author visits over the summer and in October, published poet Jim Bourney will present a poetry reading. We are also exploring the idea of having student musicians play at some of our library events (poetry reading).

The email migration/new computer installation was completed in August. We hope most of the kinks have been worked out and the staff is still navigating the new look of Microsoft 365. Although we have not had patrons comment either way, we feel the newer equipment/software upgrades will make their experience safer and more efficient.

The new gazebo was used quite a bit this summer. After being backordered for 2 months, we decided to forego the ceiling fan. Electricity and a light were installed. New LED lighting has also been installed inside the stairwell (park street entryway) of the building. Work on the stone wall repair is tentatively scheduled to begin this week.

In addition to daily tasks, the staff always looks for opportunities to enhance the library's reach. In August, Chelsie and Karlee attended the Adirondack Family Book Festival in Lake Placid. Nicole is currently working to secure copies of missing FA yearbooks for our collection. Mary and Nicole will also be tackling the Comptroller's Financial Report and a public report in the next few weeks. The entire staff has been preparing for the next book sale to begin September 30th.

Librarian Report
September 19, 2022

We had a very exciting and successful summer reading program! 117 children registered for the program, with 23 children reading a total of 9,640 minutes. Four teens and 28 adults participated. Our best attended event was Pipsqueak's Waves of Fun. It was a busy but rewarding summer!

August was spent hosting classes from Malone Central Reading camp. It was the first time that students from all three elementary schools were in walking distance for the summer. Students were able to walk to the library, participate in outdoor activities and learn about all the programs and services available to them.

Anja from CEFLS worked diligently to secure a grant from the Statewide Community Re-grants Program to provide funding for an Ocean of Possibilities themed event for the Summer Reading Program. Finally, after many months the funding came through and the Wead Library will be hosting 'Creating Oceans of Sounds' with River Jack Z on September 20th at 1 PM. With the assistance of Anja and CEFLS, we are looking to host 'Stories from the People of the Longhouse' a program by Perry Ground. CEFLS is providing a great opportunity for member libraries to host programs celebrating Indigenous Peoples' Day which is celebrated on the second Monday of October.

The preschool and toddler story hours will begin in October! Unfortunately, due to staff shortages and the desire for programming for older patrons, we are not offering a nighttime story hour at this time.

It is my hope to bring in new tweens and teen patrons. In addition to D & D we will be offering a tween book club, teen book club, and multiple volunteer events for both age groups. I am very excited for the Great Give Back this year. On October 19th, we are inviting patrons ages 12-18 to join us in making no-sew fleece blankets. These no-sew lap blankets will be donated to Hospice of the North Country to distribute to their incoming patients.

I am waiting on my most recent Penworthy order to complete the updating of new juvenile non-fiction country books! I have begun evaluating and updating other out of date sections.

If you have any questions, please let me know. Thanks.

Chelsie Russo

Wead Library Long Range Plan

CORE PRINCIPLES

- To Foster literacy and a love for learning through exceptional collections, programming, and services.
- To ensure safety and ease of access to library services for all people.
- To empower and guide patrons to reliable, up-to-date information resources.
- To connect community members to social, educational and economic opportunities.
- To strengthen relations between community members and promote civic engagement.
- To create an inclusive and equitable environment for all people.

GOALS

- I. To provide a welcoming and safe atmosphere for the community.
- II. To Foster literacy and a love for learning through exceptional collections, programming, and services.
- III. Enhance community outreach and engagement.
- IV. Improve public access to the library's unique materials.
- V. Maintain and improve the exterior and interior of the building and grounds.
- VI. Maintain and develop a well-trained professional staff and volunteers.
- VII. Maintain a board structure, composed of committed people with diverse interests who will strive for the wise and efficient management of the resources and facilities used to fulfill the mission of the library.