Minutes of the Wead Library Board Meeting
October 16, 2026

Present: Kaitlin Parker, Vice President
Lucille Poirier, President
Darlene Fanus, Finance Officer
Anne Werley Smallman, Board Member
Rachel Child, Secretary
Amanda Margis, Library Director
Mary McDonald, Principal Library Clerk

Call to order: 5:08 PM by Lucille Poirier, President.

Motion by Kaitlin Park, second by Darlene Fanus to approve the meeting agenda. Unanimously approved.

Motion by Darlene Fanus, second by Kaitlin Parker to approve the minutes of the meeting on September 21, 2026. Unanimously approved.

Treasurer's reports for July 2026 were received. Mary McDonald is getting caught up on the financial reports and plans to soon have the prior month's reports available for each board meeting.

Communications:

- Book sale was successful with over $1,000 in proceeds received by the library
- Malone Telegram feature of Homegrown Art artist Maueve Jock
- Thank you card and donation from Karen Lamitie-King
- Sharon Kerry is having exhibit at Foothills Art Society's North Star Gallery on November 3rd
- The library received a $5,000 grant from the Adirondack Community Foundation and Trust for Civic Life Fund to support the library's role as a civic hub
- There are new staffing changes at Clinton-Essex-Franklin Library System (CEFLS)

Library Report by Amanda Margis:

- See attached report

Committee Reports:

- No reports received

Old Business:

- Construction Update for Roof and Window Replacement Project
    - Window replacement started on October 14th and nine windows were replaced. Interior trim, screens and other finishing touches need to be completed. The lift needed a part replaced and was temporarily blocking the walkway.

- Website Redesign Project Update
    - Style of website has not changed since last month. The website redesign will meet the deadline for accessibility changes.
- 2026-2027 Heating Fuel Oil Bids
    - Amanda Margis circled back with kerosene vendors that were originally solicited. Suburban Propane withdrew their bid. MX Fuels and Adirondack Energy did not offer a fixed price contract for kerosene.
    - The Board of Trustees decided to continue to receive kerosene from Adirondack Energy.

New Business:

- Review State of the Library Survey Responses
    - Responses were overall positive and spoke very highly of the new Library Director. Specific responses included in meeting packet.
    - Some concerns or suggestions raised by multiple respondents in the survey include:
        - Adding additional security cameras and sensors for other entrances. Amanda Margis proposed doing a staff training on managing relations with challenging patrons.
        - Refreshing interior spaces, which the building committee will work on over the winter.
        - Now that the library is better staffed, clarifying staff roles and job descriptions could be helpful to ensure that all tasks are being covered and that staff's interests are aligned with their job duties.
        - Filling the Library 1 position. There have been recent inquiries but no one has applied. The Board of Trustees may consider reevaluating the salary range for the position to attract additional applicants.
- Malone Chamber of Commerce Annual Meeting
    - The Wead Library is being honored as Organization of the Year.
    - Multiple staff members are interested in attending the event.

Motion by Anne Werley, second by Darlene Fanus to cover the cost of the Malone Chamber of Commerce Annual Meeting tickets for 9 staff members, for a total of $450.

Agenda Building

- Board of Trustees had no items to add to the next agenda. Amanda Margis will send draft agenda ahead of time for board members to add items to the agenda.
- Anne Werley Smallman proposed a standing agenda item for Trustee training sharing
    - Trustee training requirements follow the dates of service of each individual Trustee

Motion by Anne Werley to adjourn, second by Rachel Child. Meeting adjourned at 6:24 PM.

The next regularly scheduled board meeting will be November 12, 2026 at 4:30 PM.

Respectfully submitted,

Rachel Child
Secretary, Board of Trustees