

**Minutes of the Wead Library Board Meeting
August 12, 2025**

Present: Chris Eggsware, Vice President
Jeanne LeClerc, Treasurer
Lucille Poirier, board member
Anne Werley Smallman, Secretary
Mary McDonald, Principal Library Clerk

Call to order: 1:05 pm by Chris Eggsware, Vice President.

Old Business

- Roof/window project: Mary reported back on the response by the architect to our approval to increase the budget by \$25,000. Mary sent the invitation to bidders to the Malone Telegram; it will appear 8/15-8/21. 8/22/25 at 1pm will be the mandatory site visit by Bernie Brown; anyone who wants to bid will be required to come to the site visit.

New Business

- CEFLS Member Library Survey: Mary solicited input from Board members on the questions and will complete the report.

Motion by Lucille Poirier to move to Executive Session to discuss Personnel issues/second by Jeanne LeClerc at 1:22pm. Unanimously approved.

The board exited Executive Session at 4:53pm on motion by Lucille Poirier/second by Chris Eggsware.

Motion by Lucille Poirier/second by Anne Smallman to offer the position of Library Director 1 to Anne Paulsen. Unanimously approved. Anne Smallman and Chris Eggsware will work to present the offer for Anne Paulsen.

Motion by Anne Smallman/second by Lucille Poirier to accept the draft job descriptions for Library Clerk, Senior Library Clerk, Librarian 1, and Director 1. Unanimously approved.

Motion by Lucille Poirier to adjourn/second by Jeanne LeClerc. Meeting adjourned at 5:03pm

The next regularly scheduled board meeting will be September 15, 2025 at 7pm.
Respectfully submitted,

Anne Werley Smallman
Secretary, Board of Trustees