

Minutes of the Wead Library Board Meeting September 21, 2026

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

Call to order: 5:06 pm by Lucille Poirier, President.

Motion by Rachel Child / second by Darlene Fanus to approve the agenda. Unanimously approved.

Motion by Kaitlin Parker /second by Darlene Fanus to approve the minutes of the meeting on July 20 and September 4, 2026. Unanimously approved.

Treasurer's reports for May & June 2026 were received.

Communications:

- Received Foothills Art Society thank you received for donating old slate from roof
- Sent thank you to Elks Lodge for use of their space

Library Report by Amanda Margis:

- see attached report

Old Business

- *Roof/Window construction project:*
 Per 9/10/26 construction progress meeting: Roof replacement portion of the project is complete; Tim Leahy expected window delivery to his shop on 9/19, then will be 2-3 weeks to paint/stain them before installation to begin mid-October.
- *HVAC System:*
 new AC/Heat split unit was installed by Holmes Mechanical on 8/22/26; heat first turned on 9/21/26 and heats quickly. Warranty information will be sent after invoice paid.
- *Website Redesign:*
 Amanda Margis, Mary McDonald & Darlene Fanus met with ITs Simple to discuss website redesign on 8/25. Mockup provided to Trustees. Next meeting 9/22 to finalize design and timeline of conversion and ADA compliance.

New Business

- 2026-2027 Heating Fuel Oil Bids received from Adirondack Energy, MX Fuels & Suburban Propane for kerosene. MX Fuels fixed price bid: \$4.499 per gallon; Adk Energy fluctuating price: posted price at terminal +\$.38; Suburban Propane fixed price: \$5.5910.

Motion by Anne Werley Smallman /second by Rachel Child to accept the bid by MX Fuels for \$4.499/gallon to provide kerosene for the 2026-27 heating season. Unanimously approved.

- IT Provider change proposal by Amanda Margis to change from Symquest to ITs Simple.
Motion by Darlene Fanus/second by Kaitlin Parker to contract with ITs Simple for their Cybersecurity Essential Plus Plan. Unanimously approved.
- Board Elections:
Motion by Darlene Fanus/second by Anne Werley Smallman to elect the following slate of officers of the Board of Trustees:
 President: Lucille Poirier
 Vice President: Kaitlin Parker
 Secretary: Rachel Child
 Finance Officer: Darlene Fanus
 Unanimously approved.
- Board Committee Assignments:
 Personnel: Kaitlin Parker & Anne Werley Smallman
 Finance: Darlene Fanus & Kaitlin Parker
 Building & Facility: Darlene Fanus & Rachel Child
 Planning & Policy: Rachel Child & Anne Werley Smallman
- Policy discussion - Lucille Poirier provided copies of policies that may be necessary to update; the policy subcommittee will coordinate that process.

Motion by Darlene Fanus to adjourn/second by Rachel Child. Meeting adjourned at 6:47pm

The next regularly scheduled board meeting will be October 16, 2026 at 5pm.

Respectfully submitted,

Anne Werley Smallman
Secretary, Board of Trustees