



Board of Trustees Meeting Minutes April 15, 2026

April 15th, 2026

Call to Order: 5:36pm

Attendance: Jack O'Reilly (Chair), Jon Wendell (Trustee), Alexandra Jacuch (Trustee), Meghann Wayss (Trustee), Lara Berry (Director), Brittany Post (Librarian), Theresa Tomlinson (Librarian), Kelsey Marsh

Move to approve Kelsey to do minutes (Meghann Wayss), seconded (Alexandra Jacuch), all approved

Approval of minutes for March 18th, 2026, Motion (Jon Wendell), Seconded (Jack O'Reilly), (Alexandra Jacuch abstained), 3-0 - 1

Treasurer's Report: Jack noted that the heating fuel line is already overexpended. Costs are up

Director's Report:

Programs:

43 participants for the tick disease program, extremely successful event. There were a lot of people that attended that wanted that presenter to come back. JW would like to potentially find a different presenter. Program cost: \$250 - maybe consider doing something annually on this topic.

Maintenance:

Light post has been repaired. Invoice issues being figured out with town hall.

Exterior auto button working now - vendor waived 1/2 the cost.

NE Electrical - they are looking into options for light covers and they will show them to Lara this week.

Handyman came to change the lightbulb, fixed the fire code safety issue with the front door on the historic side of the building. Need to replace 1 fire extinguisher. Health issue with handyman, so Lara reached out to someone else to do a quick fix on other bulbs in the children's room.

Bereavement

LB would like to add a paragraph to the existing policy because the current does not address significant community deaths. This would allow for the director and the board chair to close the library for the employees to attend memorial services for significant community deaths. The staff of the library would support this change and collaborated on the verbiage.

JO would like to change the verbiage to delete “memorial” to encompass all funerary services as “services”.

MW and AJ have concerns about equity.

Access is a concern for residents that would not be at the service. LB points out that being able to make that decision quickly with the chair gives the library more time to put that information out in the community as both the info for the memorial and the fact that the library would be closed.

JW - wants to point out that it makes sense to close the library if we do not have the staff to actually run the building that day. Shows solidarity among the community members - does feel that it is the Director’s job to show up for the community in this way.

Amendments to LB’s proposed paragraph:

‘In the event of a library staff member, substitute staff member, spouse of staff/sub, or library trustee, the Library will be closed as needed for staff to attend services. In the event of another community death, the Library Director and Trustee Chair may decide to close the Library if there is insufficient staff to keep the library open during services. The Director will not have to use paid time off to attend services, other staff will use PTO or take the time unpaid.’

Motion to approve paragraph 3 as amended - Jack O’Reilly, Seconded by Jon Wendell

3:1, Meghann Wayss dissenting

New Business:

Staffing/HR

Offer letter for Deb K and Deb O to share Library Cataloging Assistant job Responsibilities. Motion to approve Jack O’Reilly, Jon Wendell seconded, all in favor 4:0

Health Trust:

MW believes that the buy-out rates are incorrect. Should be: \$2,309/quarter \$2,391.36 already dispersed.

Believes that the breakdown on the budget sheet isn’t accurate.

MW has a sheet from the town that breaks things down apparently differently than LB had expected or previously read.

The town is doing the buyout % differently than previously and Lara was not given that information.

They're using 85%, and Lara is using 88% which is what was being used when they separated from the town. JO is interested to know why and when the town made their change, but for now there will be no change.

Old Business:

Donation Acceptance:

Jack O'Reilly motions to accept \$11 in donations, Meghann Wayss seconded, all in favor 4:0

Board Vacancy

No new info

National Library Week is next week.

Public Comment

N/A

Non-public

N/A

Announcements

N/A

Adjourn: 7:42pm

Next Meeting: May 26th at 5:30pm

Respectfully submitted

Kelsey Marsh