



Cole Library Board of Trustees

Meeting: May 15, 2026

9:00am

Room 310

I. Call to Order

Present: Julia Andrews, Diana Corcoran, Grace Chamberlain, Sarah Doyle, Jackie Wallace

Meeting was called to order at 9:11 by Julia.

II. Approval of Agenda

The agenda was approved as written. Motion by Diana, seconded by Sarah.

III. Approval of Minutes

The minutes were approved. Motion by Sarah, seconded by Diana.

IV. Reports/ongoing business

A. President

B. Public Library Director

1. Upcoming programs

- Summer Reading Program Kickoff Party: Sat., May 30; 10-2pm - face painter, sno-cones, bubble stations, seed planting station
 - Promotion of Summer reading at WETAP Summer kickoff party
- Llamas coming June 4 for Story Time!
- Mad Mixture - June 8
- Garbage Crew Rescue - July 13
- Space Explorers - July 27
- Wednesday Workshops; Lego Club; Story Time
- Rooted 319: free bouquet making tutorial - July 18 10-11AM
- Additions recently to the library: New flags in Children's Room; Bags of toys for Children's Room

2. Carnegie Foundation gift

- Concrete in front of the library will be leveled: Will use \$5000 from this to contribute and Cornell will cover the rest. Money that remains will be used by Cornell to probably fix/add furniture on the 3rd floor.

3. Financial report

- Gone over in advertising, but it won't happen next year as we now have exact

- numbers
- Paid $\frac{3}{4}$ of overhead to Cornell
- April had higher cost to pay for Summer Reading Kickoff items
- \$750/month for Hoopla - Grace will reach out to Hoopla and Cornell to figure out how to make this more sustainable.
- Received donations from book club and personal donation that will be added to programming budgets
- Hopeful Mama Foundation is donating books regarding alternative/diverse modes of family planning.
- Grace signed the agreement so that the State will provide resources and money for next year.

C. College Librarian's Report

- Jen is not present but will do performance review over Teams at the end of the meeting.

V. Major Business

A. Personnel Policy

- Grace has cut inaccuracies to our functioning, reviewed other local library policies to compare/contrast, and drafted a new Personnel Policy for review.
- Diana motioned to approve this new Personnel Policy, and Julia seconded. Approved at 9:50 AM.
- New revised handbook will come out next year.

B. Library Bike

- Grace has reached out to Gary's to do a round-up in June to raise funds for the approved Icicle Tricycle which will cost \$7,305.
- Sarah moves to use carryover money from the budget in addition to Gary's funds to cover the cost and purchase the bike for the library. Jackie seconds. Motion is approved.

C. Performance Review

- Jen Rouse, College Librarian, led a performance review of Grace Chamberlain, our Public Library Director.
- The Performance Review went well, and we are eager to continue working with Grace!

Julia motioned to adjourn, and Diana seconded.

The meeting was adjourned at 10:20 AM.