

**Minutes**  
**Norman Williams Public Library Board**  
**Board Meeting**  
**August 26, 2024, 5:15PM**

**Attending:**

- Joe Boyd, Tom List, Jack McGuire, Susan Piccoli, Mary Margaret Sloan, Emma Schmell, Elisa D'Andrea, and Rachael Ringenberg in person.
- Donna Bold and Priscilla Painton attended via Zoom.
- Bianca Zlatea was absent.
- Clare McFarland was present by invitation.
- Submitted by Rachael Ringenberg, Secretary.

**Call to order at 5:16 PM.**

*From this meeting forward, all Trustee meetings will be recorded on zoom.*

**Opening Remarks & Announcements (Tom List, Chair):**

Tom asked if there were any changes to the agenda. There were none suggested.

Tom asked if there were any changes to the June board meeting minutes. Mary Margaret noted one misspelling.

**Tom called for a motion to accept the minutes of the June board meeting. The motion was moved by Jack and seconded by Elisa.**

**Approved unanimously.**

**Library Director's Report by Clare McFarland**

Clare gave an update about the rain plaster damage in the Reading Room and the Room of Requirement. This traces back to roofing decisions made twenty years ago. At this point Clare estimates damages and repairs could continue into October. This work is all being done by Gnozzo.

NWPL has finished its Sustainable Library Certification. This has been a three year process. NWPL will be the first library in the state to get this certification. Jack pointed out that in his memory, NWPL was also the first library in the state to offer wireless access for the town for free.

The official update on the federal grant that the library applied for is that they have *not* decided on which applications will receive the grant yet.

Danelle is leaving the library as a staff member this Friday. Other staff members will fill in for her position by taking on extra hours.

Library staff reviewed information to prepare for First Amendment Audits, a nationwide trend of creating controversy by pestering library staff with questions and filming in the library. NWPL has a policy that does not allow people to harass other patrons, i.e. they could not photograph someone who has asked not to be photographed.

### **Treasurer's Report**

It's the first month of our fiscal year. We are in good shape. There was a large deficit due to the expected charge from Gnozzo contracting in July.

Jack suggested we might add a line item to the budget report, something like "this month, last year." This suggestion was met with agreement.

**Motion to approve Treasurer's report was moved by Elisa and seconded by Jack.**

**Approved unanimously.**

### **Other Business:**

Discussed potential new member Elizabeth Wellington. There were questions about area towns that we welcome trustee members from, and the children's section strengths and weaknesses, in general. The board will vote on Elizabeth next month.

Art donations: NWPL has had nine paintings donated this year. Clare is concerned about space and how we are using the art in the library. She would like to see an

Art Committee form. She would like to see the Room of Requirement turn into a rotating gallery of art and historic papers.

Some remarks were made about the responsibilities about maintaining the art, itemizing it on our insurance, and raising the overall value of the building. It is in the library policy that the library is allowed to sell the paintings, once donated, as needed.

**Motion to approve the acceptance of two donated art pieces: the framed portrait of Marjorie Saltonstall & and the unframed portrait of Ann Debevoise. Joe motioned. Priscilla seconded. Unanimous approval.**

Current committee review:

*Development:* a very important committee as fundraising is obviously very important to us. Elisa would love to talk more with anyone interested in joining this committee.

*Art:* a new committee forming to shape a gallery and art acceptance & handling policies. Jack and Mary Margaret expressed an interest in being on this committee.

*Buildings & Grounds:* Clare and Michael head this one up. Keeping up with the building needs, and shaping building plans. Meets on an as-needed basis. This is an important committee to have a variety of voices on for when new decisions come up.

*Investment:* the group of folks who go through the portfolio with Morgan Stanley on a quarterly basis.

*Finance:* keeps track of money in, money out. Works with the treasurer to help shape the budget. Meets at budget time.

*Personnel:* support to Clare when needed, for example when an HR issue arises.

*Nominating:* currently not very active. In theory this committee would help find members when we have specific needs.

Tom asked if there were any other remarks or questions.

Elisa mentioned Trivia Night on **September 12**. This is planned as part of more **Library After Hours** events.

**Next Meeting:**

We will meet again on September 23, 2024.

**Tom called for a motion to adjourn. The motion was moved by Emma and seconded by Elisa. Approved unanimously.**

**Thereafter the meeting was adjourned at 6:12 PM.**

Respectfully submitted.

Rachael Ringenberg

August 26, 2026