

Minutes
Norman Williams Public Library Board
Annual Board Meeting
January 26, 2026 5:00 p.m.

Attending:

- Tom List, Emma Schmell Priscilla Painton and Juan Carlos Gonzalez attended in person.
- Elisa D'Andrea, Denny Wetherald, Donna Bold, Mary Margaret Sloan, Bianca Zlatea and Emily Lev attended via Zoom.
- Jack MacGuire and Marisa Traniello were absent.
- Clare McFarland was present by invitation.
- Gary Horsman, Amy McElroy, Sherry Belisle and Jennifer Baxter were present by invitation via Zoom.
- Submitted by Emma Schmell, Secretary.

Call to order at 5:00 p.m.

Opening Remarks & Announcements Tom List, Chair

Tom asked if there were any changes to the agenda or questions about the minutes from the November board meeting. There were none.

Tom called for a motion to approve the minutes of the November board meeting. Emily moved the motion and Emma seconded the motion. All were in favor and none opposed.

Library Director's Report by Clare McFarland

Clare reported that the Community survey is ready and will be posted and available to the public Feb 1. We hope for a favorable response to guide us in our long-range planning next year.

Clare offered the following updates:

- We continue to wait on the estimate for the front door project from Colby & Tobiason. We are at the top of the list after an emergency visit to reset the door on Christmas Eve. Although a chip in the pane of glass remains, the door seems to be working well for now. We expect something from them soon.
- We are working on renting the parking lot. The village declined the proposed rent increase and is no longer interested. We will work directly with the courthouse and plan to offer them 12 spaces for rent. The remaining parking spaces will be for patron use.
- There was a discussion about the generator and propane tank installation at the courthouse; remaining concerns and liability questions. Clare will contact our insurance company about the generator and the parking lot to determine whether we are covered under the existing policy or if we need a liability umbrella.
- Clare answered a question about the partnership with DHMC and the Art Pharmacy program which connects individuals with arts, culture and nature-based experiences to support health and well-being. They believe our robust programming schedule and community engagement has created a positive environment and want to suggest the library as a location.

Treasurer's Report by Denny Wetherald

Denny reviewed the current month financials and highlighted the following updates.

- **Fundraising-** The annual appeal response is ahead of projections. Denny thanked all board members for the personal notes and comments written on the appeal letters.

- **Budget-** We are tracking in line with budget, including expenses. Denny thanked Clare for her efforts.
- **Investment-** The investment committee met with the account manager from Morgan Stanley. The committee is happy with the current investment policies and agreed not to make any changes at this time.

Tom asked if there were any questions for Denny. There were none. Tom called for a motion to approve the Treasurer's report as presented. The motion was so moved by Donna and seconded by Mary Margaret. The Treasurer's Report was approved unanimously.

Denny left the meeting.

Other Business

Tom welcomed Gary Horsman and the other representatives of The Friends of the Library to the meeting. We have shared a good partnership and are grateful for the funding they have provided to the library. It is an important relationship. Tom asked Gary to explain The Friends of the Library, what has been happening this past year and what is ahead for the upcoming year.

Gary Horsman led a presentation on The Friends of the Library. Jennifer Baxter, Sherry Belisle and Amy McElroy also attended the meeting. Gary shared a brief history of the association with The Friends and NWPL, explained how the distribution of funds works and detailed their fundraising plans for the coming year. Total funding to NWPL for 2025 totaled \$2,096.

Gary also explained challenges that The Friends as an organization is facing including a 70% decline in membership since 2022, difficulties with financing Puppies & Pooches, modest results with the Strawberry Social fundraising event, general fundraising challenges and public confusion regarding The Friends relationship with NWPL. He stated that an option for The Friends is to dissolve the organization and transfer any remaining funds to NWPL.

Gary asked the Board to consider two things: Respond to the strategy of discontinuing The Friends and consider taking an active role going forward with The Friends fundraising events.

Tom thanked Gary for his time and informative presentation and stated that the board will review Gary's comments and requests as it relates to the overall relationship and Gary's requests.

Tom thanked all of the board for their signature gathering for the parking lot. Clare reported we turned in over 200 signatures which has never happened. It was a tremendous group effort. Gary added that The Friends of the Library can also help with tasks and special efforts.

Tom called for a motion to adjourn and so moved by Emily. The motion was seconded by Emma and approved unanimously.

Next Meeting:

The next meeting will be **Monday, February, 23 2026 at 5:00 p.m.**

The meeting was adjourned at 5:53 p.m.

Respectfully submitted,
Emma Schmill, Secretary
February 20, 2026