Minutes
Norman Williams Public Library Board
Annual Board Meeting
August 24, 2026 5:00 p.m.

Attending:

- Tom List, Denny Wetherald, Emma Schmell, Emily Lev, Juan Carlos Gonzalez and Marisa Traniello attended in person.
- Robert Sollinger attended via Zoom.
- Jack MacGuire, Bianca Zlatea and Priscilla Painton were absent.
- Clare McFarland was present by invitation.
- 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 minutes of the June meeting. There were none.

Tom called for a motion to approve the minutes of the June meeting. The motion was so moved by Emily and seconded by Denny. All were in favor with none opposed.

Library Director's Report by Clare McFarland
Clare reported that Beryl Spencer, a local resident who is 101 years old, wishes to donate a painting to the library. The board voted unanimously to accept the painting.
The privacy pod has been in constant use since installation. The pod can be reserved at the front desk, walk-ins allowed if not booked, capacity 2 person. The pod is manufactured by a Burlington based company, made in Springfield, VT.
Clare updated the board on the front door project. JL Architects from Wellesley, MA. is working on a proposal and a visit will be planned late September to meet with Clare and the building committee. Robert has been an invaluable source of information and help moving the project forward.
There was a discussion about the public bathroom situation as it relates to the library with high volume especially during peak tourist times. This has been a long-standing issue with no definitive resolution to date.

- Additional bathroom somewhere?
- Several stalls instead of 1 toilet.
- ADA compliant limits location options in the library.
- Signage helpful and informative but maybe better exterior signs directing visitors to public bathrooms nearby. Work with the Chamber?
- Donation box during peak seasons (already being done).

The OHF has contacted the library to see if we would be a willing partner on their Bridges to Wellbeing initiative which works to connect community members and youth serving organizations; the central focus on mental health, communication and resources. Clare will update the board as she learns more.
Tom asked if there were any further questions for Clare. There were none.

Treasurer's Report by Denny Wetherald
Denny reported an excellent year, finishing nearly on target with expenses slightly over budget. Denny cited strong fall giving along with large door project donations as contributing income factors. Thanks to Clare, her team and Jane. It's a great end of year for an even start heading into the 2026-27 budget.
Fundraising must remain an integral part of operations. We discussed the library as an event venue option in the community; increasing rental fee and availability, building on success of previous events. Tom asked if there were any questions for Denny. There were none.

Tom called for a motion to accept the Treasurer's Report as presented. The motion was so moved by Emma and seconded by Emily. The Treasurer's Report was approved unanimously.

Other Business
Liz Wellington will hold her book launch reception September 3rd at the Town Hall at 6:30.
Juan Carlos suggested a new event for September or October 2027 celebrating Hispanic Heritage month featuring a salsa band on the front steps.

Tom called for a motion to adjourn. The motion was so moved by Marisa, seconded by Denny and approved unanimously.

Next Meeting
The next meeting will be Monday, September 28, 2026 at 5:00 p.m.

The meeting was adjourned at 5:51 p.m.
Respectfully submitted,
Emma Schmell, Secretary
September 27, 2026