Minutes
Norman Williams Public Library Board
Annual Board Meeting
September 28, 2026 5:00 p.m.

Attending:

- Tom List, Denny Wetherald, Emma Schmell and Emily Lev attended in person.
- Robert Sollinger, Jack MacGuire, Bianca Zlatea and Marisa Traniello attended via Zoom.
- Juan Carlos Gonzalez and Priscilla Painton were absent.
- Clare McFarland was present by invitation.
- Submitted by Emma Schmell, Secretary.

Call to order at 5:05 p.m.

Opening Remarks & Announcements Tom List, Chair
Tom asked if there were any changes to the agenda or the minutes of the August meeting. There were none.

Tom called for a motion to approve the minutes of the August 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 on the first meeting with the architects about the front door project. Both she and Robert agreed that it was a great start. Architects will work with Erik Tobiason on design ideas, cost and scope of work involved as next steps. Clare will update when she has their design options. The architects recommended a survey be done of the existing building conditions in Cad platform. The current documentation is incomplete. This will be helpful for both the door project and future building projects. It is also an excellent tool when fundraising. The windows in the Children's room are compromised and need to be addressed. The architects suggested a solution that did not involve a costly full replacement which Clare will explore. Other items of note:

- The end of summer party was a great success and lots of fun.
- The repair Café went well. Attendance was small, but a good first time showing. Maybe spring might be a better time of year?
- Sbooky Halloween will be held on Sunday, October 25, 3-5 p.m. Clare asked for volunteer help from the board.
- Clare is working on the Annual Report. It will be available at the library and on the website and will be included with thank you notes to donors.

Tom asked if there were any further questions for Clare. There were none.

Treasurer's Report by Denny Wetherald
Denny reported a smooth start to the first month of the fiscal year. The Investment Committee met. There are no changes planned to our investment strategy.

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 Emily and seconded by Emma. The Treasurer's Report was approved unanimously.

Other Business
The Wassail event will be December 10 from 6-8 p.m. The Teacher and The Preacher will provide music. We plan for a different approach to the food and there will be a new caterer.

Clare responded to Marisa's questions on behalf of the parent group regarding the Children's room.

- The covered window in the Storytime room has a very specific purpose. The window serves as a shadow wall and is used by the older kids a lot. It is very time consuming and hard to put up and take down.
- Clare and Adrian discussed the parent's list for the Children's room which Adrian will address. There will be a new carpet purchased, Adrian will paint the train table and put up new decals.
- Arts and crafts supplies will not be left out. Individual bins filled with arts and crafts supplies will be available to use. A new sign will direct people to the librarian to get the supplies.
- A guest book has been added to the Children's room. Initial visitors who have signed the book have added nice comments.

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

Next Meeting
The next meeting will be Monday, October 26, 2026 at 5:00 p.m.

The meeting was adjourned at 5:50 p.m.
Respectfully submitted,
Emma Schmell, Secretary
October 23, 2026