

WOLCOTT PUBLIC LIBRARY BOARD OF TRUSTEES

LOWER LEVEL OF THE LIBRARY

MINUTES

FEBRUARY 2, 2026 ---6:30 P.M.

ORGANIZATIONAL MEETING & REGULAR MONTHLY MEETING

- I. Call to Order, Pledge of Allegiance, Attendance**
- II. Election of Chairman**
- III. Election of Vice-Chair**

NOTE: These are summary minutes. A tape recording of this meeting is on file in the Commission Secretary's office in the Town Hall.

Members were sworn in by Mayor Dunn before the meeting started.

CALL MEETING TO ORDER: Meeting called to order at 6:30 P.M.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT: Chairperson; Bill O'Brien, Janet Tynan, Lori Conant, Crystal Caouette, Sue Ouelette, Dawn Bertrand and Regina Lynch.

BOARD MEMBERS ABSENT: Pat Najarian and Lauresha Xhiani

ALSO PRESENT: Library Director; Matt Earls, Mayor Dunn

Nominations for Chairperson:

MOTION was made by Crystal Caouette to nominate Bill O'Brien for Chairperson and seconded by Dawn Bertrand, there were no other nominations, **MOTION** was made to close nominations for chairperson made by: Sue Ouelette and seconded by Crystal Caouette, no other discussion was made to close nominations, **Motion Carried**

Nominations for Vice Chair:

MOTION was made by Lori Conant to nominate Sue Ouelette for Vice Chair and seconded by Crystal Caouette. There were no other nominations, **MOTION** was made to close nominations for Vice Chair made by: Lori Conant and seconded by Crystal Caouette, no other discussion was made to close nominations, **Motion Carried**

Nominations for Treasurer:

MOTION was made by Sue Ouelette to nominate Pat Najarian for Treasurer and seconded by Crystal Caouette, there were no other nominations, **MOTION** was made to close nominations for Treasurer, all in favor, no one opposed, **Motion Carried**

Nominations for Secretary:

MOTION was made by Sue Ouelette to nominate Crystal Caouette for Secretary and seconded by Lori Conant, there were no other nominations, **MOTION** was made to close nominations for Treasurer, all in favor, no one opposed **Motion Carried**

Nominations for Recording Clerk:

MOTION was made by Bill O'Brien to nominate Laurie Morrone for recording clerk and seconded by Janet Tynan. There were no other nominations, **MOTION** was made to close nominations for recording clerk, all in favor, no one opposed **Motion Carried**

Motion was made to close the organizational meeting by Janet Tynan and seconded by Crystal Caouette to close the meeting, all in favor, no one opposed, **Motion Carried** closed meeting at **6:37**

REGULAR MONTHLY MEETING

APPROVAL OF MINUTES:

MOTION: made by Crystal Caouette and seconded by Lori Conant, it was unanimously voted to approve the minutes of January 5, 2026, all in favor no one opposed, **MOTION CARRIED**

Taxpayer's Time: None

CORRESPONDENCE AND COMMUNICATIONS: None

Confirm dates, time and place for 2026 Library Board Meeting- schedules were passed out to everyone

Formation of Committees for 2026-27 term- were passed out to everyone. Few changes were made. Possibly Rachel Wiser maybe be added to the Town Council Liaison to Library Board but no official word yet.

Friends of the Library Report:

- Still Receiving Donations and keeping busy
- Switched out books, anything that comes in if better than what's on the shelf
- Next FOL meeting is next Weds.

Library's Director Report and Financial Report/Bills for February 2026

- Busier than December
- Journaling with Jane cosponsored with CASA, Playful Engineers, Quacktastic Cosplay, Girl Scouts card making, just to name a few.
- Crafts are very popular, some new ones have been added
- "Camp in " Cub scout pack sleep over was very well received and such a great time, the kids had so much fun
- Annual reviews are complete & we have happy staff and 2 new positions.
- Laura Sarason was added to the children's room and enjoys singing to the kids.
- April Conference, public library associations Matt will be going.
- Will be applying for a Grant come summer.
- Snow melt was applied and the floor is being fixed in the downstairs room.
- Numbers look good, Hoopla is the biggest challenge. Tumble books seem to have run its course and discussed adding on Tonie's Box.
- A computer may be purchased called AWE, an introduction to computers for kids. No internet but games. Did receive a grant for computers and there is about \$3800.00 left.
- Maybe a little over budget on heating oil.

Committee Reports:

- **Programs:**
- **Facilities and Grounds:**
- **Finance and Budget:** meeting with the Mayor, budget presentation to Town Council: Will be Weds. Feb. 4, 2026, at 4:00 p.m.
- **Long Range Plan:** review updated plan: was passed out to all to review. Only 2 sections are being changed. #4, about the new addition, #6, the technology addition, not to specific but put into the long-range plan as it was not before. #14 projected capital expenditures. Upgrade lighting. New roof and new oil tanks.
- **Personnel:**
- **Technology:**
- **Library Addition Building Committee:** update grant status: have not met in a couple of months but still have the extension. Has gotten extended to this thursday Feb.5, 2026
- It was discussed about the sidewalk has heaved and will be looked at
- A personnel annual review was discussed and will be looked at and will proceed to get that process going.

Old Business: None

New Business: Approve updated Long-Range Plan

MOTION made by Crystal Caouette seconded by Lori Conant to approve the updated long-range plan, all in favor, no one opposed **MOTION CARRIED**

RECOMMEND MOTION: “that the board go into executive session”

MOTION: made by Sue Ouelette and seconded by Lori Conant **“that the board go into executive session”** all in favor, no one opposed **MOTION CARRIED**

ADJOURNMENT OF EXECUTIVE SESSION:

RECOMMEND MOTION: “that the board come out of executive session”

MOTION: made by Crystal Caouette and seconded by Lori Conant **“that the board come out of executive session” at 7:33 p.m.** All in favor, no one opposed **MOTION CARRIED**

MOTION TO ADJOURN: made by Lori Conant and seconded by Crystal Caouette to adjourn meeting at **7:34 p.m.** All in favor, no one opposed. **MOTION CARRIED**

ADJOURN: 7:34

Respectfully submitted,

Laurie Morrone

Secretary

William O’Brien

Wolcott Library Board of

Trustees