SHAW PUBLIC LIBRARY

BOARD OF TRUSTEES

MINUTES

May 13, 2026

Members present: Kathy Bishop (chair); John Contreni (secretary); Esther Ireland; Deb McAfee; Linda Wohlforth (vice chair)

Ex-officio: Rachel Daigle, Director (absent)

Guest: None

Meeting called to order: 3:55 p.m.

1. **Conflict of Interest with any agenda item by Board members?**
   - **a.** None reported
2. **Approval of minutes**
   - **a.** April 8, 2026. Esther moved and Kathy seconded that the minutes be approved as distributed. Motion carried, 4-0-1.
3. **Additions or deletions to the agenda?**
   - **a.** None

Reports

4. **Report from the director**
   - **a.** In Rachel's absence, the Trustees reviewed the April 2026 Director's Report. Highlights include: the completion of phase one of the SPL's foundational restructuring; phase two will focus on expanding children's books, planning classes and events for all ages, working with the community and local businesses to best meet the needs of our region, and expanding our hours. The newsletter is up and running with three focus topics: *Year-Round News & Full-Time Residents*; *Summer & Seasonal Residents*; and *Homeschoolers*. The Open House on May 1 was a great success with about 120 individuals in attendance. Rachel complemented the staff for its preparation for the event; ten new library cards were issued during the Open House. SPL welcomed a new staff member, Elizabeth (Liz or Lizzy) Leathers. One staff position remains vacant. SPL is also addressing building issues in the front of the library (mainly, lighting and electrical) and replacing or fixing aging and overused furniture. As the library replaces things, it does so in a manner that meets that strategic plan / our goal of making the library ready for the next 100 years.
   - **b.** Statistics for March:
     - Patron visits: 398 (including 56 for the Annex). Note: the library was closed for five days because of staff issues. Visits does *not* include 120 individuals who attended the Open House.

- Copies Printed: 134
- Computer use: 21
- Interlibrary Loan: Our Requests: 32; sent for other libraries: 27
- New Acquisitions: Books: 113; DVDs: 3; Periodicals: 16; Deleted: 285 (deletions reflect our continued work in reorganizing the young adult and juvenile inventory).

c. Esther moved and Kathy seconded that we accept the Director's report. Motion passed 5-0.

Old Business

5. **Final Reading of the SPL Strategic Plan**
   a. Trustees reviewed the draft of the strategic plan. Esther moved that we adopt it with changes; John seconded. Motion passed 5-0.
6. **Final Reading of the Security Camera Policy**
   a. Trustees reviewed and made changes to the draft of the security camera policy. Esther moved adoption with changes and Deb seconded. Motion passed 5-0.
7. **Update on the deck.**
   a. The SPL's proposal for a new deck on the south side of the main building has been added to the Town's list of tentative Capital Improvement Projects. If it is ultimately approved as a CIP item, it will go before the Town's voters at the June Town Meeting for a vote.

New Business

8. **New Roof Discussion**
   a. Burke's Roofing has provided an estimate of $30,000 to re-roof the Annex. At this point, fundraising is still about $2,000 short of the $30,000 goal. Nancy Mandel made a significant lead gift.

Items For next Meeting: June 10, 2026

9. **Update on the deck**

Adjournment: Deb moved and Esther seconded that we adjourn at: 4:34 p.m. Motion carried 5-0.