

**Minutes of the Wead Library Board Meeting
October 28, 2024**

Present: Melissa Benardot, President
Anne Werley Smallman, Secretary
Chris Eggsware, Vice President
Lucille Poirier, board member
Jeanne LeClerc, Treasurer
Mary McDonald, Principal Library Clerk

Call to order: 7:03 pm by Melissa Benardot, President

Motion to move into Executive Session for the purpose of discussing personnel relating to matters of job descriptions at 7:04pm on motion by Chris Eggsware/second by Jeanne LeClerc. Unanimously approved.

The board exited Executive Session at 9:49 pm on motion by Chris Eggsware/second by Lucille Poirier.

Old business:

- Motion to accept the draft *Wead Library Computer and Personal Phone Use Policy* by Lucille Poirier/second by Chris Eggsware. (see attached) Anne Smallman made suggested edit to third paragraph: change from “make personal business or medical calls” to “receive time sensitive personal business or medical calls.” Approved unanimously with changes.

New business

- Motion to provisionally appoint Chelsie Russo to Librarian II with increased salary of \$48,642.40 dated to October 3, 2024 by Lucille Poirier/second by Chris Eggsware. Approved unanimously.

Motion by Chris Eggsware to adjourn, second by Jeanne LeClerc. Meeting adjourned at 9:54pm

The next regularly scheduled board meeting will be November 18, 2024 at 7pm.

Respectfully submitted,
Anne Werley Smallman
Board of Trustees