

Town of Johnsburg Library

Board of Trustees Meeting

April 1st, 2026

Minutes taken by: Michael O'Mealy & Submitted by: David Pede

Meeting called to order at 5:05 pm by president David Pede.

Attendance:

Present: Carrie Mason, David Pede (President), Danielle Bonanno (Financial Officer), Emily Goodspeed, Michelle San Antonio, Mike O'Mealy (April Meeting Minutes)

Virtual: Marlena O'Mealy, Emily Stanton, Kerri Zappala-Piemme

Absent: Connie Fuller, Ken Weine (5th absence in a row: 12/3/25, 01/07/26, 02/04/26, 03/04/26, 04/01/26)

Guest(s): Teresa Studnicky (Friends of the Library)

Approval of Minutes:

Minutes from March 4th meeting approved.

Moved: Danielle Bonanno

Seconded: Michelle San Antonio

Approval of Warrant: Motion to approve warrant passed.

Moved: Marlena O'Mealy

Seconded: Emily Goodspeed

Library Director's Report: Carrie Mason (Library Director)

- Discussion regarding subscription to Zoom. Emily Stanton raised some concerns. Pros to subscription include adding more documents to meetings, under \$200 for the year, use of AI for note taking, and Michael suggested the added capability to livestream any events held in the library. Motion to approve moved by Michelle San Antonio and seconded by Michael O'Mealy.
- Credit Card was paid in full immediately to incur no additional late fees. Payment made on 3/18/26 was from Warrant dated 3/4/26.
- Library of Things was discussed further. Carrie attended a webinar with CDLC on 3/19/26 which provided ideas for display options (post with laminated pages) and policies to implement for loan periods and replacement options.

Question as to whether these items would be discoverable in the online catalog and

Approved May 6, 2026

Carrie responded yes, but may be hard to find. Emily Goodspeed suggested promoting the Library of Things on the Website and Michael encouraged promoting it on social media.

Currently the Inventory for Library of Things at TOJL includes:
Cake Baking Tins (football; Christmas tree; Gingerbread man/Christmas tree); VHS/DVD Converter; Snow Shoes (3 adult, 1 child); Pickle Ball Equipment (2 Paddles; 16 balls); 1 Plastic Softball; 1 Frisbee; 1 Velcro Catch Set; 1 Plastic Ladder Toss Game Set; Backpacks (1 Pond Life; 1 Astronomy; 2 Birding; 1 Rocks & Minerals); Museum Passes* (Wild Center); 10 Yoga Mats.

**Desire to add passes for: Train Depot Museum; ADK Experience (expired); Hyde Museum; Empire Pass (expired); Saratoga Children's Museum.*

- Carrie asked Michael about the epoxy river coffee table he is building in honor of Bob Eberhard, and whether it might be easier to take a saw to the current table in the children's room? Upon reflecting, Michael responded that he will stick to the original plan, but that he might be willing to cut the current table in half, perhaps as part of a special library event, utilizing the upgraded Zoom membership.
- New bean bag chairs have been ordered for the Children's Room.
- Carrie informed the board that she joined the Board of the Johnsbury Historical Society and was also invited to serve on the Town Safety Committee. Some members were concerned because in past meetings, Carrie has expressed how overwhelmed she is and how she needs to cut down events at the library because it's too much. Carrie said that she is fine with these additional roles.

Financial Officers Report:

None discussed at this time.

Committee Report:

None at this time. Next month, personnel committee will discuss the April webinar titled "Trustee Handbook Book Club: Hiring and Evaluating the Library Director with Brian Hildreth" and the Exit Interview.

Correspondence & Communication: No Correspondence at this time but Michelle will send notes to Stewarts (re grant); Patron (re Ultra Low Vision Magnifier donation); Alicia (final day 4/11)

New Business:

- Friends of the Library
Teresa Studnicky joined us and is currently the only official member of the Friends of TOJL. There are people interested in participating and volunteering, once it gets going

Approved May 6, 2026

again. Until more people are involved, it isn't feasible to hold the book sale at Tannery Pond, where it has been in the past, which also included a paid Preview Party (paid admission on Friday night came with food, early access, a limit of 10 purchases) and then the General Admission on Saturday, where a Bake Sale was also held. Discussed plans to promote the Friends of Library at the Renew Library Card Event later in April, and agreement that a flyer delineating the responsibilities/relationship between the Board and Friends would help, and that Carrie would create inspired by Chesterown's graphic which has previously been shared.

- Library Clerk Position Advertisement

The drafted advertisement for Alicia's replacement was approved by the board, motioned by Danielle Bonanno and seconded by Emily Goodspeed.

Carrie said that while she doesn't want her son Eric to be hired for this position, she checked with Sterling Goodspeed who confirmed that it will not be a Conflict of Interest as long as it passed through the Town Board and no more than 3 members of the same family were employed. Carrie then questioned whether members of the Board should either be present during Eric's interview, or else conduct the interview in place of Carrie. Members of the Personnel Committee will follow-up on this at the April webinar. Emily Goodspeed suggested that if the Board is present for an interview of Eric, it should be present for all interviews. Marlena O'Mealy asked David Pede how he felt, since Trustees should not be involved in the hiring process considering the Board oversees Carrie and not her employees. David mentioned he didn't have a problem with it in this case. Emily also confirmed there are ways to promote the job opening using SALS and other means.

Michael circled back to this topic by asking to be corrected if his understanding was wrong, but previously when 4 staff members were hired in 2025, they were hired with the understanding that they would run programs such as story time and painting sessions, but over the past 12 months that hasn't been the case. Michael asked whether staff evaluations had been conducted by Carrie yet, to which Carrie confirmed that they have not. Michael suggested it would be useful to know the strengths and weaknesses of current staff, so that this hiring could compliment the skillset of employees at the library, which would then enable Carrie to delegate more responsibility of running programs, and instead focus on the duties specific to her position.

- Exit Interview

Members of the Personnel Committee suggested the usefulness of an Exit Interview for Alicia, and future employees when they leave. Questions will be put together in a document and shared with Alicia before her last day. A report will be provided at the next meeting.

- Annual Report

Marlena asked if the information was all correct in the report. Carrie affirmed that it was. Marlena questioned the terms of board members as it shows Marlena, David and Danielle's terms ending in December of 2026. Marlena then questioned why it showed Connie's term also ending in December of 2026 since she started after everyone, and why it showed her as a replacement for Shannon Wood, when that was never discussed in any meeting or correspondence. Carrie said she would look into it.

- Summer Reading Program
Not prepared to discuss this month. Check back in May.
- Story Time
Added to the agenda at the request of Connie Fuller. Will keep it on the agenda for May and discuss it then. There is a new volunteer participating in story time, and the craft is being removed and replaced with play time.

Old business:

- Library Wish List Re: Grant
A Google Document is being used to track ideas for the opportunity to apply for the grant. Ideas include updating accessibility for all patrons (including Braille books; High-Contrast Keyboards; Trac Ball Mouse, upgraded website) are a high priority. Michelle suggested a separate working session to prioritize and flush out ideas, which Emily Goodspeed favored. Marlena mentioned that the previous Board had already put together a list for the Matt Simpson grant, and that the items are not part of this list. Michael asked what the \$20K grant from Matt Simpson was used for. Carrie said much of the money hasn't been used yet. Consensus is that the money should be put to use ASAP. Michael also suggested that it would help with the application of future grants if we can show what the library used previous grants for.
- PARP Participation
Marlena followed-up and asked about TOJL not participating this year at JCS's PARP. Carrie said TOJL wasn't invited. Michelle suggested there was some turnover at the school which may have impacted it. David emphasized that it would be wise to reach out as the new school year starts in September and build a relationship with the school administration. Marlena suggested that Carrie reach out to JCS and start building that relationship by participating in their Mystery Reader program as a way to showcase the new staff/volunteer at story time. Michelle San Antonio volunteered.

At the last Board Meeting, Michael suggested we attend different libraries and bring back what we thought worked well. Michael shared what Indian Lake promoted at PARP, where kids could come to the library and adopt a Dinosaur stuffy/trinket which they could find hidden throughout the library. Kids could take the Dinosaur to the circulation desk and staff would help personalize an adoption certificate. Staff confirmed that the program was working so well that more trinkets had to be ordered. It was agreed that we launch a similar program at the Library Renewal Program at the end of April. Michael was asked and agreed to send some ideas to Carrie.

- Library Board Attendance
Carrie mentioned that Ken stopped in again this week and that he said he planned to attend the board meeting, but this is the 5th month in a row which he hasn't.

Adjournment: Motion to adjourn passed at 6:03 pm

Moved: Danielle Bonanno;

Seconded: Kerri Zappala-Piemme

Next Library Trustee Meeting: Wednesday, May 6th at 5pm.