Wolcott Public Library Board of Trustees Meeting

Wednesday, August 19, 2026
5890 New Hartford St, Wolcott, NY 14590

Attendance
Board Members Present: Katelyn Interlichia, President - Steve Monroe, Vice President - Jennifer Kerr, Secretary - Bobby-Jo Mendenhall**,** Director - Dottie Patt,
Special Guest - Dan Johnson
Excused - Bookkeeper - Krista Sheldon

I. **Call to Order**
August meeting called to order by Steve Monroe at 6:47pm.

II. **Approval of the Minutes**
Motion made by Jennifer Kerr to approve the *July* Wolcott Library Board minutes. Katelyn Interlichia seconded, and the motion passed unanimously.

III. **Treasurer's Report:**
All of the board members looked over the *July* Treasurer's Report.
Motion made by Bobby-Jo Mendenhall to approve the expenditures. Steve Monroe seconded, and the motion passed unanimously.

IV. **Circulation Reports:**
Reports reviewed for *July* showed 1271 total circulation of books, 125 for e-books, 243 e-audio, 94 e-magazines. Total online checkouts were 462.

V. **Library Director Report:**

Roof Dust/New Landscaping -Josh Bovet,Landscaper, had employees clean out the gutters to remove growing vegetation. He commented that there was a lot of roof dust from shingles in the gutter. This could indicate that the roof could need replacement in the relative future. The roof was completely replaced in 2004 through a grant awarded by Senator Mike Nozzolio to the Wolcott Library.

Computer Chair Estimate - Dottie is receiving a grant from Senator Manktelow for 5 chairs in the library. The grant is specifically for the chairs.
Motion: Steve Monroe made a motion to purchase the 5 chairs from Jon's Sewing Machines. Dan Johnson seconded, and the motion passed unanimously.

Staff Holiday Pay Proposal - All part time staff have never been paid for the holidays. Proposal is that any staff member that would normally work on the day of the holiday, will be paid. Staff that are not scheduled to work that day will not get paid.
Motion: Steve Monroe moves to pay the staff holiday pay for the set Wolcott Library Holidays starting January 1, 2027 if the holiday falls on their scheduled day of work. Katelyn Interlichia seconded, and the motion passed unanimously.

Website Information- Katelyn Interlichia agreed to handle all the aspects of the Wolcott Library website updates. She also handles online media such as Facebook and is trying to incorporate more programming for the library.
New Clerk Hiring - We are continuing interviewing and Katelyn Interlichia will post it on the Wolcott Public Library Website.

New Library Hours Schedule - Public has been giving different feedback. We changed the hours, due to loss of patronage during later hours. It is correct on the Website and on Google search engine..

Trustee Information - Dottie handed out an update contact sheet for all trustees.

Board Member Voting Approval Procedure .
Motion: Steve Monroe moves to adopt the Resolution to Correct and Establish Trustee Terms of office, establishing seven numbered trustee seats and assigning each seat the term set forth in the resolution, and directing the Library Director to update all board records to reflect the seats and terms established by the resolution. Jennifer Kerr seconded, and the motion passed unanimously.

Motion: Steve Monre moves to accept the resignation of Starr Teeter from the Board of Trustees, effective June 18, 2026, creating a vacancy in the seat carrying the term January 2026 - December 2028 (seat 5). Bobby-Jo Mendenhall seconded and the motion passed unanimously.

Motion: Katelyn Interlichia moves to appoint Dan Johnson to the Board of Trustees to fill the vacant seat carrying the term January 2024 - December 2028 (seat 2). Dan Johnson will serve the remainder of this term and will be eligible to run for a full term at the library's next election. Jennifer Kerr seconded, and the motion passed unanimously.

Dead Tree Estimates - Katelyn Interlichia will post on Facebook and Dottie Patt is making calls to get estimates for the dead tree removal..

Bats - Dottie hasn't spoken to the gentleman who previously did our removal last year. She has left messages.

Computer recycling - The Pioneer library system has offered to recycle the oldest computers. They will only service the current computers within 5 years old. We have 8 total computers, 3 are outdated. No decisions made.

Wolcott Public Library ByLaws - Katelyn Interlichia handed out a proposed update for the board to review for the next meeting.

VI. Committee Reports: There were no committee reports.

VII. Old Business: There was no old business.

VIII. New Business:

IX. Other:

X. **Motion to Adjourn** meeting at 7:58pm by Steve Monroe. Bobby-Jo Mendenhall seconded the motion. Unanimously approved by all the board of trustee members.

Next meeting will be held at Wolcott Public Library on Wednesday September 16, 2026 at 6:30pm.

Respectfully Submitted,
Bobby-Jo Mendenhall
Wolcott Public Library Board Secretary