# Wolcott Public Library Board of Trustees Meeting

Wednesday, September 16, 2026
5890 New Hartford St, Wolcott, NY 14590

**Attendance**
**Board Members Present:** Katelyn Interlichia, Dan Johnson, President - Steve Monroe, Secretary - Bobby-Jo Mendenhall***,*** Library Manager - Dorothy Patt
***Excused - Vice President - Jennifer Kerr and Bookkeeper - Krista Sheldon***

I. **Call to Order**
September meeting called to order by Steve Monroe at 6:32pm.

II. **Approval of the Minutes**
**Motion** made by Steve Monroe to approve the August Wolcott Library Board minutes with agreed upon changes. Katelyn Interlichia seconded, and the motion passed unanimously.

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

IV. **Circulation Reports:**
Reports reviewed for *August* showed 1248 total circulation of books, 94 for e-books, 197 e-audio, 81 e-magazines. 372 Total online checkouts were.

V. **Library Director Report:**

Side Door replacement estimates - Discussion will continue at our next board meeting.

OWWL Library/System Partners - Library systems have joined OWWL as a lending/checkout source. FingerLakes Library System, Southern Tier Library System and Four County Library System are now available to our patrons.

Wolcott Library Strategic Action Plan- We are holding a meeting Monday September 21,2026 at 6pm to complete the Five Year Strategic Action plan. BobbyJo Mendenhall will email out the suggested changes from Ron Kirsop and the current changes in place. We will present our final plan at our October board meeting.

New Clerk Hire - Dorothy has held interviews and is continuing to narrow it down. She has three potential applicants she is considering. The Wolcott Public Library will be hiring one additional staff member at this time.

Staff Computer Email Compromise Status - Steve Monroe handled out the policy updates for the Wolcott Library. There is an updated policy for "Confidentiality of Library Records Policy" and also “Computer and Technology Use of Policy”.

**Motion:** Steve Monroe moves that the Wolcott Public Library adopts the Confidentiality of Library Records Policy, effective September 16, 2026. This policy contains procedures that will be followed by all staff and board members. Bobby-Jo Mendenhall seconded and the motion passed unanimously.

**Motion:** Dan Johnson moves that the Wolcott Public Library adopts the Computer and Technology Use Policy, effective September 16, 2026. This policy contains procedures that will be followed by patrons and or employees. Steve Monroe seconded and the motion passed unanimously.

Continuing Bat Issue - Dorothy Patt has been unsuccessful in contacting the previous company that removed the batts last year. She will continue to call him.

**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 7:54pm 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 October 21, 2026 at 6:30pm.

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