

Bement Public Library District Board Meeting  
March 17, 2026

Acting President Bill Gallagher called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance. Library Director Donna Techau and trustees Ken Wright, Cathy Thornhill and Gail LeFever-Wright were present. Trustees Jill Lawson, Mary Postlewait, and Jerry Watzlawick were absent. No one from the public was in attendance.

Trustee K. Wright made the motion to approve the consent agenda as presented. Trustee Thornhill seconded, and all trustees voted aye.

Old Business

Two raised beds have been purchased for the garden area north of the building. The actual planting and care will progress via the children's summer programming.

Folders have been purchased to serve as welcome packets. Small items, along with a letter from the Library Director, will be include with each packet, introducing the various library programs to new members of the community. In addition, new plastic library cards will be made available to new visitors as well as individuals already in possession of a card.

The Annual Finance Report (AFR) was completed, submitted and accepted by the Comptroller's Office.

Semiquincentennial celebration plans will be included in the library's summer programming. Ideas are still being discussed.

The estimates on fixing the atrium doors have not yet been obtained. This is a necessary step of the continued consultation on energy efficiency.

New Business

Security Upgrade: A state grant is available for security upgrades. We are currently waiting to meet with Securitas for possible upgrade recommendations to pursue.

Staff Continuing Education Policy: A motion was made by Trustee Thornhill and second by Trustee K. Wright to accept the Staff Continuing Education Policy. Roll call vote, motion passed unanimously.

Staff Wage Review and FY27 Budget: Director Techau pointed out two wage changes have already taken place as a result of contractual wording for the director and librarian. The director will continue to work on FY27 Budget and wage recommendations.

Volunteer Policy: A motion was made by K. Wright to work with Sterling Volunteers for background checks. This would require a \$250 set-up fee and \$39 for each check. This amount falls under the limits of the director's discretionary spending. Second by Thornhill. Motion passed unanimously.

Internet Outage Policy: Motion made by Thornhill to accept the Internet Outage Policy as presented. Second K. Wright. Motion passed unanimously.

Unattended Children Policy: Motion made by K. Wright to accept the policy changes as presented. Second Thornhill. Motion passed unanimously.

Job Description of Librarian: Motion made by Thornhill to accept the job description of the Librarian as presented. Second K. Wright. Motion passed unanimously. Motion made by K. Wright to accept the Organizational Chart presented. Second Thornhill. Motion passed unanimously.

Purchase of chess set and board: Motion made by Thornhill to purchase a MegaChess Giant Chess Set Game and the Game Board. Second K. Wright. Roll call vote passed unanimously.

With no further business, Thornhill made the motion to adjourn at 6:25 p.m. Second K. Wright. Motion passed unanimously. The next meeting will be held April 21, 2026 at 5:30 p.m. in the library board room.

---

Gail LeFever-Wright, acting secretary