

MARY H. WEIR PUBLIC LIBRARY

Board of Directors Meeting

AGENDA

August 20, 2026

Members	Mark Heilman Janice McSherry Nathan Mazur	Molly Mossor Ken Wright Phil Neilson, Executive Director
Call to Order 4:30 p.m.	Review of Minutes from prior meeting June 25, 2026	
Follow up	Matters from prior meetings: Board incorporation Welcome newly appointed Director Mark Heilman Status of Executive Director's onboarding Additional positions to be hired	
Financial Report	Fiscal Year 25-26 wrap up Fiscal Year 26-27 review and spending to date Major Purchases and Expenditures update Hancock County Levy status GIA (Grant in Aid) application and the MOE status	
Compliance Matters	Reports to be made to the State of WV: The Bibliostat annual report status Establishing legal entities for the Library, the BOD and Friends of the Library	
Capital Improvements, Equipment and Special Projects	Status of ● Phone system upgrade ○ Review quotes from Full Service Network and World Radio Telecommunications, VOIP upgrade ● Consideration of a Keypad lock system ● Roof replacement start date TBD ● Replacement of electric panels: Completed ○ Additional work needed? Backup batteries and new emergency lights ○ Johnson Controls alarm system ● Funding for an elevator ● Branding Project: Design and install the Library's primary sign and related signage ○ Proposal to set standards for all signage and communications: logo, standard colors and formats ○ Engagement of a specialized design firm ● Front steps and ramp, masonry sidewalk edging on Walnut Street, side door approach	

	The two pin oaks in front of the library are dying, with the northernmost (the one by the statue) in worst shape; they may need to be taken down if they can't be remedied
Personnel	Janitorial services Business Manager Additional staff Assistant director
Director's Comments and Requests	- Update on new fall programming - Centennial celebration plans - Staff in-service Day: proposed Thursday, Sept 24 (seek board approval for library closure) - Review of Library Policies Project: How involved does the BOD want to be? - Mz. Dawn's Cleaning Service is currently coming 2x/week. I propose that the Board consider a 3x/week model, with the third day dedicated to projects like deep cleaning of certain areas. - Dolly Parton Imagination Library: we have received a request to be a community partner with them to fund & help manage enrollments in our area, since the school district which had been doing this stopped funding in June of this year.
Staff Recognition	BOD congratulates the entire staff on its reinstatement of Saturday Hours
Executive Session	As needed