

**Albert Wisner Public Library**  
**Director's Report**  
Lisa Laico  
**May 19, 2026**

**Building & Grounds**

- HVAC update: Tim Holmes (WVCSD Assistant Superintendent for Business) filed a New Project Request on the Library's behalf in late April. Steve Rowland is moving the project forward and has asked that at this meeting, the Board passes a resolution similar to the one passed in 2024 for the new study rooms; the HVAC project needs to be named as a Type II Action under SEQRA. This is on the agenda.
- I have submitted the documentation to close out our NYS Construction Aid grant for the small study rooms. We received 90% (\$33,800) of the \$37,556 award in April. I hand-delivered a check to James Cha at Ameriprise Financial to deposit that money back into the capital account. NYS releases the remaining 10% after receipt of close-out paperwork. Stephen Hoefer, the RCLS business manager who oversees all Construction Aid applications, has reviewed my documentation and confirmed to submit it as is.
- The replacement tables for the Community Room arrived on Thursday, May 14. As a reminder, 90% of the cost is covered by the unrestricted "bullet aid" received this January from State Sen. James Skoufis. The old tables were taken by the Town to Mountain Lake Park, where they are greatly needed, according to Samantha Walters, the recreation director. We have a good plan to protect the surface of the new tables.
- After April's Board meeting, when the Board approved the expense to resurface the 3 public service desks, the Children's department advised me that in fact, they are satisfied with their existing surfacing. They feel it's in good enough condition and prefer it over the alternate quartz/granite options offered. So, we will proceed to re-surface only the Circulation and Help Desks and the main floor shelf opposite the Circ Desk, where the self-checkout machine is located. An updated price quote is on the agenda for the Board to approve. The installation date is Tuesday, June 9, as there are no programs planned that day. The installation time is estimated at four to five hours and will begin around 10:30am. RCLS will have to dismantle these desk's computers on the morning of June 9, ahead of the installers, and reinstall them on the morning of June 10. Realistically, I think AWPL will need to be closed to the public to allow the workers and RCLS to work unimpeded. There will be some noise and potentially the odor of epoxy glue (TBD whether it will be needed or not). With four computers at the

Circulation and Help Desks down, and both of those areas under construction, there won't be a way to run the Help Desk, and the environment for studying and working will not be ideal. We will need to discuss how to handle this day, as it relates to staff, at the Board meeting.

### **Miscellaneous**

- AWPL 100<sup>th</sup> Anniversary: several Trustees and I will be part of a brainstorming session with staff members and members of the Friends of the Library on Friday, May 15 to consider ideas for celebrating AWPL's 100<sup>th</sup> next year. We will update the full Board at this meeting.
- I have begun work on a Business Continuation (a.k.a. Disaster) policy for the Library, as newly required to comply with NYS minimum standards for public libraries. RCLS will present a program on May 20 on how to write this policy, which I will attend. I will share an initial draft when it is ready for your review.
- The AWPL Foundation's annual meeting will be in early June. With input from the department heads, I am working on a proposal for items and events that I hope the Foundation will consider sponsoring in the coming fiscal year. Whatever is approved by the Foundation will need to be approved also by the Board at the June Board meeting, so that the Foundation reimbursements may be added to the FY 26/27 operating budget.
- RCLS's IT Services proposal for 2027 is on this meeting's agenda. The cost increased by \$2,500 over 2026 because 4 desktop computers and 1 laptop need to be replaced next year. (Equipment is replaced every 5 years; we pay annually into an RCLS PC Replacement Fund to help reduce the burden when a big batch of equipment is due for replacement.) Also, Stephen Hoefer advised that this is the last year we will pay a telecommunications fee. RCLS is evaluating cheaper ways of providing coordinated internet services.
- The AWPL Foundation's three \$2,500 college scholarships have been awarded and announced. Joy Palazzola will issue 1099s to the recipients in January 2027, per instructions from our financial auditor, Brent Napoleon.
- Joy and I are exploring switching our payroll service from Paychex to ADP beginning with the next fiscal year, for better service and substantial savings. I will update you at the June Board meeting.