

DRAFT

**Weathersfield Proctor Library Trustees
Meeting Minutes**

Thursday, January 17, 2019 at 7:00 PM
5181 Rte. 5 Ascutney, VT

Present: Rick Bates, Chair, Mavis Shand, Rika Henderson; Library Director Mark Richardson

- I. Trustee Meeting called to order at 7:07 PM
 - a. Review and approve Minutes: Mavis moved, Rika seconded, unanimously approved
 - b. Review and approve Warrants: Payroll: **XXX**; Operational: **XXX**. Rika moved, Mavis seconded, unanimously approved

- II. Library Director's Report
 - a. Mavis will send thank you notes to Glenna's mother for her donation of bound copies of "Small Farmer Journal," and to a community member who made a financial donation to the library.
 - b. Youth Library Director's report: **See attached**
 - c. Library Attendance continues to grow! **See attached**
 - d. Parking issues: The rear parking area, which floods, would be very expensive to correct. We could sacrifice the front yard to create 8 diagonal public spaces in addition to the handicapped space, and possibly 3 additional staff parking slots in the rear between the lane and the new entrance to children's room.
 - e. We should have the roof inspected to check its condition
 - f. YTD budget review and income and expenses: **XXX**
 - g. Library Improvements: **status of new computers ?**; Bob Holtorf gave an estimate of \$1200 for a new bookshelf in the main room

- III. New Business
 - a. Update on Seed Collection: Rika has catalogued the seeds donated by Baker Creek Heirlooms (238 varieties of vegetables, 94 of flowers, 34 herbs and 22 fruits.) Next steps include publicizing the program on the library's FB page and web site, Twitter and Front Porch Forum, creating one or more brochures explaining how seed saving and our program in particular work, and sorting the seed packets into the card catalog to make them available. Mark is collecting gardening books for the program; Rika has ideas for possible workshops, which the Friends would fund; Rick mentioned friends who are interested in being part of the project. We also mentioned possibility holding a community plant-sharing event (a "clump dump.")
 - b. Endowment planning: After noting that the Board had voted at their December meeting to commit We began a discussion about investing

Jayne Bownes' bequest as the principal for an endowment, the interest of which would be available for library use. Discussion was tabled until the entire board can discuss it. We will invite Steve Hier to explain the options for receiving additional bequests. Mark says the VT Department of Libraries recommended the Vermont Community Foundation.

IV. Old Business

a. Building updates:

- The Town has provided plowing but not shoveling (Mavis and Heather have done it this winter.)
- See above re: new bookcase, computers, roof inspection
- The front door needs to be re-keyed (The other 2 doors are new and keys have not been shared.)

V. Other Business

- a. Fundraising Committee: We need to come up with a list of candidates for a new committee. The Town Challenge and A Summer Evening with Friends are significant' sources of revenue for us, and have considerable lead time to organize.

VI. Adjourn: Meeting adjourned at 8:43

Respectfully submitted,
Rika Henderson

For Next Meeting:

WPL Policy re: children and access to wifi Transitional Return to Work Policy discussion Town Report Work

For Future Meetings:

Fundraising Committee Recruitment

Fundraising Committee Goals

Update on Town of Weathersfield Library Web page

Update The Greenbush Arts: At the Crossroads of Innovation event