

Weathersfield Proctor Library Trustees Meeting Minutes

Thursday, October 15, 2020 at 7:00 PM

5181 Rte. 5 Ascutney, VT

Approved: November 19, 2020

Attendance Trustees: Chair-Mavis Shand, Vice Chair-Cindy Osgood,
Secretary-Anne Parent, Rick Bates, Rika Henderson,
Library Director (LD)-Mark Richardson

1. Call Trustee Meeting to Order-7:15 p.m
2. Consent Calendar - *The consent calendar consists of items that are considered to be routine in nature and will be enacted in the form of one motion. Any item can be removed from the consent calendar and heard in its regular order at the request of any Library Trustee or Citizen.*
 - a. Rick made a motion to approve the WPL minutes dated 09/17/2020 and Rika seconded. All voted in favor.
 - b. Rick made a motion to approve WPL expenditures dated October 15, 2020. Anne seconded and all voted in favor. Payroll: \$3,447.43 (Check dates 09/24/2020, 10/01/2020, 10/08/2020, 10/14/2020); Operational: \$696.19 (Check dates 09/30/2020, 10/14/2020)
3. Comments from Citizens on Topics not on the Agenda - None
4. Library Director's Report: LD Mark reported that monthly attendance seems to be hovering around 250 with 241 visits in September. More kids seem to be in the library. LD Mark suggested discussion on appointing a Youth Trustee to the Board. LD Mark read excerpts of communication with Laura Cannon (Vermont Library Association) and she was very supportive and provided information. Trustees were supportive of further research into best practice and LD Mark to bring back to future meetings.

NEW BUSINESS

- a. 2021/22 Budget (draft): LD Mark presented 2021-2022 draft budget. Chair Mavis and LD Mark have met with the Town Manager and will present updates to draft at the next Trustee meeting.

- b. ALA Grant: LD Mark is looking into partnering with the Town Manager on an ALA Community Engagement Program grant for \$3,000. The proposal will focus on finding out who is working remotely, who is new to the area and may include distribution of information about the town committees and boards.

OLD BUSINESS

- a. Preservation Trust Meeting: The WPL Technology plan has been sent to Chip (architect) for use in his work. A fundraising raffle is currently being held to help cover costs of the initial work.
 - b. Financials: Updated financials were not available to review.
 - c. Public Computer Use: LD Mark and Trustees are not comfortable with lending out computers at this time.
 - d. Heat Pump Update: LD Mark provided Trustees with a report of the police chief's report to investigate potential vandalism of equipment. Work is currently being completed with insurance to repair/replace the damaged equipment. It is unclear what happened to the unit.
5. Adjourn: Rick made a motion to adjourn at 8:04 pm and Rika seconded. All voted in favor.

Submitted by Anne Parent
WPL Board of Trustees Secretary
October 15, 2020