

Weathersfield Proctor Library Trustees Meeting Minutes
Thursday, May 20, 2021 at 7:00 PM
5181 Rte. 5 Ascutney, VT

Approved:

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

1. Call Trustee Meeting to Order-7:10 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. Review and approve WPL minutes dated 04/15/2021. Hold until June, 2021 meeting.
 - b. Cindy made a motion to approve WPL expenditures dated May 20, 2021. John seconded and discussion followed. LD Mark provided clarity to the credit card charge of \$407.04 as clarified by Rosalie via email on 05.20.2021. This charge was made on the Library's credit card and booked to Emergency Management. Trustees asked clarifying questions about reporting format and specific charges. All voted in favor.
3. Comments from Citizens on Topics not on the Agenda: None.
4. Library Director's Report: LD Mark provided an update on what Vermont libraries are doing concerning reopening. 2 remain closed, staff only is 52, appointment only is 32, open is 71 libraries. Libraries now open have doubled in the last week. LD Mark is rejoining ALA, Vermont Library Association, NE Library Association. The Aspen training continues and the program will be live potentially at the end of June. YouTube channel has 3,056 views/119 videos of reading books. Youth Librarian Report (attached) : Glenna will now focus on summer programming. \$450 has been received in memoriam of Evelyn Beebee. 37 book collection purchased with funds will be focused on Asian topics. A book plate is being designed and thank you notes have been sent to donors

Book drops continue for those who cannot leave their houses due to COVID. Deb Richardson has mulched the gardens (looks Great!) Shutters have been cleaned & door to be evaluated. Judy's list of ILL is very large and she is very busy. LD Mark continues to monitor courier costs. Library received a \$400 grant to cover the air purifier. Payroll remains right on budget, Building Maintenance is up, Operations is down. Remaining purchases will be targeted on air conditioning and shelving.

NEW BUSINESS

- a. Summer Reading Program (Youth and Adult) and new APP. - From Glenna's report - Tales & Tails, Weathersfield Tails, contact LD Mark with more ideas
- b. Review Architect's Letter - Trustees discussed the letter and determined for Mavis to ask Rick to consider being project liaison, as he did with the Children's Room. Any contract will be reviewed by our Town Attorney.
- c. Bill as introduced to the Vermont Legislature - S.26 (Lack of broadband funding) - The broadband funding failed out of committee to make the bill. Trustees continue to monitor this item.
- d. Vermont Digger Article- Thank you to Rika for forwarding the article. Build America's Libraries Act - 17.8 million to VT Libraries. Trustees to continue to monitor opportunities for funding for WPL.
- e. Programming (and fundraising) as impacted by updated COVID guidance. Trunk or Treat on track, summer programming on track. LD Mark and Trustees continue to discuss the best path forward with respect to community events.
- f. Coming out of Pandemic Policy Level Three and Summer hours (mask).- Keep spray shield, cleaning of books is not necessary.

Rika made a motion for the Board of Trustees to continue requiring all patrons to continue wearing masks in the library in order to protect all patrons of all ages. The Library Director will enforce this requirement. The Board of Trustees will review this mandate at each meeting. Cindy 2nd the motion. Motion carried.

We have been one of the few libraries that have been open during COVID. We would still like to proceed with caution for the remainder of the summer. Instead of reducing or increasing hours at this time, we will maintain the current hours of

operation. The Board of Trustees will review the hours of operation at the end of the summer.


John made a motion for the library to maintain the current hours of operation thru the end of August. Hours to be reviewed at the September meeting. Rika 2nd the motion. Motion carried.

OLD BUSINESS

- a. Federal and State Grants - Review at June meeting.
- b. Volunteers- We do want our volunteers back in the library to help and need to proceed with caution for all patrons involved. In addition to the previous motion, we opted for the following motion:

John made the following motion: The library Board of Trustees will be vacating the prior motion to allow volunteers, under any condition, to start volunteering at the library. The Board of Trustees will allow volunteers to start volunteering after the 4th of July with the requirement of wearing masks within the building. Cindy 2nd the motion. Motion carried.

- c. Plaque update - Review at June meeting.
5. Adjourn: Rika made the motion to end the meeting at 9:01pm. Cindy 2nd the motion. Motion carried.



Submitted by Anne Parent
WPL Board of Trustees Secretary
May 25, 2021

