

## **Weathersfield Proctor Library Trustees Meeting Minutes**

**Thursday, January 20, 2022 at 7:00 PM  
5181 Rte. 5 Ascutney, VT**

Attendance Trustees: Vice Chair-Cindy Osgood (remote), John Waite (remote), Rika Henderson,  
Guests: Rick Bates, Library Director (LD) Mark Richardson

- I. Call Trustees Meeting to Order: 7:01 p.m. In the absence of Chair Mavis Shand and the loss of audio from Cindy's computer, Cindy asked that Rika conduct the meeting.
- II. 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. Warrant: John moved and Cindy seconded that the warrant be accepted as presented with the proviso that all trustees sign it. Approved unanimously.
  - B. Minutes: John moved and Cindy seconded that the minutes of the December meeting be accepted as written. Approved unanimously.
- III. There were no comments from the public.
- IV. Director's Report:
  - A. Programs: AARP will be using the Library building on Tuesdays during tax season because Martin Memorial Hall, which they usually use, is not available due to construction. Folks will drop off their tax information with preparers and then return to pick up their completed returns.
  - B. Glenna is working with BJ Estey on the April Egg Hunt in Hoisington field.
- V. New Business:
  - A. History Wall Project: Mavis and Rika will search for historical photos of the library to be framed and hung in the entryway along with a brief history, in preparation for the upcoming 225th anniversary. Our new photo-scanner, purchased with ARPA funds, is on order.
  - B. Programming: see director's report above
  - C. Special Committees:
    1. 5-Year Plan Committee (LD Mark and John Waite): The old 5-year plan expires this year; the new one will be presented at our last meeting of the year.

2. Library Director's Contract Committee (Mavis and Anne): We can decide after the election of new officers whether we want Mavis or the new chair to continue on this committee.
  3. It was noted that while trustees are free to discuss these matters amongst themselves, please only speak or email to one other trustee at a time, in deference to the Open Meeting Law.
- D. Upper Valley One Card: The card enables all WPL patrons to take out books from the libraries in Windsor County (Windsor, Hartland, Hartford, Norwich, et al.) Books must be returned to the lending library directly rather than through the WPL. One-Card status will show on each patron's membership card on each library's computer. WPL will administer the program.

VI. Old Business:

- A. Shannon Stevens Bench: The Friends of WPL will contribute \$490 for the engraving of the bench. The trustees will pick up the additional \$190 to have flowers engraved on it as well.
- B. Construction Update: Rick and Mavis will meet with the architect tomorrow to see where we stand.
- C. Plaque Update: Because Cindy had no audio, we did not get an update.

John moved and the meeting was adjourned at 7:16 PM.

Respectfully submitted,

Rika Henderson