

Weathersfield Proctor Library Trustees Meeting Minutes
Thursday, July 21, 2022 at 7:00 PM
5181 Rte. 5 Ascutney, VT
Approved: October 20, 2022

Attendance Trustees: Chair-Rick Bates, Vice Chair-Rika Henderson
(absent), Secretary-Anne Parent, John Waite, Mavis Ellingwood
Library Director (LD)-Mark Richardson

Call Trustee Meeting to Order-7:05 p.m

- I. 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. John made a motion to approve the minutes from 06/16/2022. Mavis seconded and all eligible to vote, voted in favor.
 - B. John made a motion to approve WPL expenditures dated 07/21/2022 subject to each Trustee's review and signature. Mavis seconded and clarity was provided on the 4 expenses out of the fundraising account. Mark relayed that these expenses were for the Summer Evening band. All voted in favor.

- II. Comments from Citizens on Topics not on the Agenda: Mavis made a motion to not have a Trustee meeting in August, 2022. John seconded and discussion followed. Trustees discussed having a point person to approve routine timely expenses. Mavis amended the motion to not have a Trustee meeting in August, 2022 provided that Rick will be the point person to approve routine timely expenses. John seconded and all voted in favor. Mark shared a thank you card from Glenna to the Trustees.

- III. Library Director's Report: Mark reported that the movie license has been received and provided details on how the license can be used in the library. Trustees look forward to the library hosting these events and brainstormed ideas of themes to be tied in with our Vermont Humanities speakers, etc. The Town of Weathersfield has put out a bid for roof replacement and repair for town buildings and this includes the library roof. More information to come. The library will be distributing COVID tests provided by the Vermont Department of Health. Mark is communicating with the department on

distribution details. A patron has suggested the library host a “Pi Day” on March 14! A wonderful idea and could include both savory and sweet offerings.

NEW BUSINESS

- a. ARPA Funds: (report provided) ARPA funding round 1 has been spent and Mark provided details and narrative on spending. ARPA funding round 2 funding has been received and is earmarked for books. Mark relayed the potential to build up the Library of America collection with this funding. This will help us reach the goal of a balanced collection. Mark also provided details on the Summer Programming Grant and Vermont Department of Libraries Courier Grant. A puppet demonstration was given. Mark and Rick to take the lead on applying for the Department of Buildings and General Services (BGS) Building Communities Grants FY2023 option (4) for \$25,000 toward the PHASE III expansion costs. The deadline is September 10, 2022.
- b. Chroma contribution: Trustees discussed how to achieve the \$5000 match to Chroma’s contribution. A strategy could be to reach out to organizations first and then to individuals. Discussion to continue at the next Trustee meeting.
- c. Richardson Book Donation: The books have been received from the Richardson family. Mark, John and Rick all relayed it was very nice to connect with the family and to learn more about Mr. and Mrs. Richardson.
- d. Bench placement visit: Aaron from Tribute Artistry Monuments visited and confirmed the Trustees proposed site for the bench will work.
- e. Shall the trustees approve Greenburg Assoc. to continue with design development? Mavis made a motion to not approve Greenburg Associates to continue with design development at this time. Anne seconded and discussion followed. Clarity was provided by Rick regarding architect’s contracted rates and provided feedback as to how they will react to the decision not to continue with design development until more funding is secured and we can approve moving forward. Rick called for the vote and all voted in favor.

Old Business

- A. Library programming updates - Mark covered most programming updates in the Library Director’s report. He is looking into seeking Board approval for the library to be a Wunderground site. It has potential to be a great addition to our program. A Board Game Club will be starting to meet at the library.
- B. Summer Evening event: Excitement is building for the Summer Evening event on July 30, 2022! Signs are out all over town and the banner has been put up too. The bookmarks have been a wonderful addition to the advertisement.

Nancy Nutile-McMenemy has been great about putting the event on her blog and we thank her very much!

- C. Security Cameras: Mark reported that the security cameras are on the way! He and Rick were able to find a wireless option with no audio to provide the privacy needed for our patrons AND the ability to see what is happening at the doorways. Information will not be stored on the cloud. Total cost came to \$218.34. Trustees will be updated when cameras are placed.

Adjourn: Anne made a motion to end the meeting at 8:39 pm. John seconded the motion. All voted in favor.

Submitted by Anne Parent
WPL Board of Trustees Secretary
July 26, 2022