

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

Approved: November 17, 2022

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

Call Trustee Meeting to Order-7:07 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. Rika made a motion to approve the minutes from 07/21/2022. Mavis seconded and all eligible to vote, voted in favor.
 - B. Rika made a motion to approve WPL expenditures dated 10/20/2022 subject to each Trustee's review and signature. Anne seconded and all voted in favor.

- II. Comments from Citizens on Topics not on the Agenda: None

- III. Library Director's Report: ARPA funding round 2 funding has been received and has been expended on books. Mark shared the list of books purchased with the funding and Trustees appreciate the care and thought the library staff put into selecting the books! Mark is in communication with the Town to determine the timing and amount of electricity credit the library will receive from the Town's solar project. The Town Manager will be coming to the next Trustee meeting to share more. Mark was approached by a former professor via LinkedIn to participate in a publication focused on libraries. The Trustees agree this would be great exposure for our library. Mark to keep the Trustees updated. The July, August & September attendance is at 1,094 and it is great to see numbers headed back to pre-pandemic numbers. The Smithsonian Magazine subscription gifted by Bob Stevens is very appreciated! Glenna's Youth Librarian Report was shared. Of note, Glenna will resume storytime visits to area licensed child cares. The providers are excited to have Glenna returning! Mark gave an update that Amazon is discontinuing its Line of Credit service in January, 2023. This may affect library purchasing slightly. An

update was also given on the library's "jobbers" . The book distributor, Ingram, has made changes to its contract and now has a 15 book minimum order requirement. Patrons may need to wait longer for certain publications and/or the library will utilize inter-library loans. The library will be closed in recognition of Veteran's Day on Friday, November 11, 2022. Mark reviewed the upcoming FY 2023 budget process with Trustees. Trustees reviewed a rough draft of a preliminary budget. At the November 17, 2022 meeting, Trustees to approve budget to put forth to the Selectboard on Monday, November 21. Rick to attend that Selectboard meeting along with another Trustee.

NEW BUSINESS

- a. Heat Pump Lease and Solar Credit (Solar Credit item shared during Library Director's report): Green Mountain Power has ended their leasing program. The library has bought the pumps for \$500 and there will be a \$200 cleaning fee per year.
- b. Chroma Contribution: Trustees thank Chroma employee Lynn Graham for her thoughtful contribution and to Chroma for their generous match.
- c. Roof Inspection/Meeting with Town Manager and Inspector/Recommendations: Anne made motion as follows: Shall the Trustees approve the Town Manager and Library Director locating a contractor and engaging that contractor to do annual inspections and repairs to the slate roof of the Weathersfield Proctor Library (in conjunction with the same at the 1879 schoolhouse on an alternating annual basis as determined by the Town Manager). Mavis seconded and discussion followed. Mark shared the August 10, 2022 inspection report from Seiple Home Inspection, Inc. outlining the needs for WPL's slate roof. In general, the roof is in very good shape. All voted in favor of the motion above.
- d. Grant Funding for expansion (project timing and cost) Impact of Hurricane Ian: Mark and Rick provided an update on the funding opportunities for the library's next expansion. The state funding we have received in the past was not an option due to our project not being ready to go. Trustees plan to try for the 2023 funding cycle and to monitor further ARPA opportunities via the Town and VT Department of Libraries.
- e. Camera Install: Mark reported that the security cameras he initially ordered have arrived. The Town Manager suggested another model that would not require wiring and has 5 cameras. Mark to determine the better option and report back to the Trustees.
- f. Senator Patrick Leahy donation: Senator Patrick Leahy donated his book, The Road Taken, to Weathersfield Proctor Library. A letter was also included. All Vermont public libraries received a copy and each copy was purchased at an

independent bookseller. WPL's copy was purchased at the Yankee Bookseller in Woodstock, VT. The Trustees thank Senator Leahy for the thoughtful gift and manner by which it was purchased and given.

Old Business

- A. Library programming updates (Friends of Library Book Sale/Fundraising Committee Yard sale- Bake Sale/Trunk or Treat) - The Friends of the Library Book Sale & Fundraising Committee Yard Sale went great! LD Mark notified the Trustees that the Springfield Library will no longer be holding a book sale. Trunk or Treat is scheduled for Saturday, October 28 and it is shaping up to be a robust event!

Adjourn: Rika made a motion to end the meeting at 8:44 pm. Mavis seconded the motion. All voted in favor.

Submitted by Anne Parent
WPL Board of Trustees Secretary
October 25, 2022