

Weathersfield Proctor Library Trustees Meeting Minutes
Thursday, May 18, 2023 at 7:00 PM
5181 Rte. 5 Ascutney, VT
Approved: June 15, 2023

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

Call Trustee Meeting to Order-7:06 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 04/20/2023. Rika seconded and all voted in favor (Rick voted to make a quorum.)
 - B. John made a motion to approve WPL expenditures dated 05/18/2023 subject to each Trustee's review and signature. Anne seconded. During review Mavis asked for clarity on the Jarvis & Company invoice for \$2,000. Trustees request further clarity prior to the approval of the Jarvis and Company expense. All voted in favor.

- II. Comments from Citizens on Topics not on the Agenda: LD Mark shared that an individual stopped by the library and spontaneously donated \$500 to the Friends of the Library. It was a very nice gesture and the Trustees are thankful!

- III. Library Director's Report: LD Mark updated Trustees on the Genealogy table in the reading room. The table has a dedicated computer with Brother's Keeper installed. This program is in partnership with the Weathersfield Historical Society. Becky Tucker has been training library staff and is a wonderful resource. LD Mark is working on the library offering the New England Historic Genealogical Societies American Ancestor's program/database. The Institutional Membership is \$270/year and provides access to 1.4 billion records, 10% on books. LD Mark to contact the Vermont Department of Libraries for assistance in navigating the need for a dedicated static line. This will be an

incredible resource and is very exciting. It is also a wonderful way to partner with the Weathersfield Historical Society.

Library attendance through the end of April was 3,800. This number is more than all of last year. LD Mark shared Youth Librarian's report from Glenna (attached).

IV. NEW BUSINESS

- a. Employee Compensation: Library employees to receive an 8% COLA effective July 1 per approval of Weathersfield Town Budget. Trustees to warn Executive Session at the June Trustee meeting to discuss usage of the Trustee account.
- b. "Access My Library" app- LD Mark shared the "Access My Library" app with Trustees and those with their phones downloaded the app. It is an impressive tool that is available to our patrons. LD Mark asked Trustees to help get the word out to our community.
- c. "Palace" app onboarding and expansion of digital content- LD Mark has been working with Baker & Taylor and computer engineers on the creation of the WPL Palace app. LD Mark will notify Trustees when the WPL Palace app is active. This will be a tool to increase access to digital content for our patrons. LD Mark shared "The Palace Project" app with Trustees and those who downloaded it found it great.

Old Business

- A. Summer Evening update - Rika reported that everything is going well with planning for the event to be held on Sunday, July 30, 2023. The band, Unreel, has been confirmed and ticket prices will remain \$15 per person. The Fundraising Committee has welcomed a new member.
- B. Construction update: The grant pre-application has been submitted to the state and the formal application is due in September. Some of the funding is reserved for rural libraries and we have a good chance due to donations and the shovel-ready nature of our project. Thank you to Chair Rick and LD Mark for keeping the grant application on track.
- C. Astronomy update: Chair Rick will be meeting with Ray Stapleton next week to determine if the observatory can be moved with existing equipment. On Friday, May 26th a star party will be hosted at Hoisington Field (weather dependent). LD Mark will be going to training in Barre next Tuesday to learn about equipment that can be used during the next eclipse.

Adjourn: Rika made a motion to end the meeting at 8:25 pm. John seconded the motion. All voted in favor.

Submitted by Anne Parent
WPL Board of Trustees Secretary
May 22, 2023