

Weathersfield Proctor Library Trustees Meeting Minutes
Thursday, January 18, 2024 at 7:00 PM
5181 Rte. 5 Ascutney, VT

Approved:

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

Call Trustee Meeting to Order-7:00 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 12/14/2023. Anne seconded and all voted in favor.
 - B. Rika made a motion to approve WPL expenditures dated 01/18/2024 subject to each Trustee's review and signature. John seconded. All voted in favor.
- II. Comments from Citizens on Topics not on the Agenda: Chair Rick opened a thank you note from Judy to the trustees, thanking us for the Holiday gifts. LD Mark approved Chair Rick to open a second envelope from Maria Waite thanking the library for hosting her first exhibit of her exquisite fabric art. The envelope also contained two donations. Thank you!

NEW BUSINESS

- A. Library Director's Report: Glenna is now trained in Adult/Youth/Infant CPR/AED. Trustees to consider purchasing/installing AED on site. LD Mark shared a letter from the owners of the Yankee Bookshop in Woodstock who sold copies of Attic of Dreams during Marilyn Webb Neagley's talk. They sent a check for \$50 and relayed very nice impressions of our library. Their involvement in the program was appreciated. LD Mark and Chair Rick reported that we are a recipient of an American Astronomical Society's Jay M. Pasachoff Solar Mini grant!! The library will purchase a solar telescope with the grant and we will have in hand by the solar eclipse on April 8, 2024- so exciting!

- B.* Construction Bid and Grant Status - Zoning Board of Adjustment, Agreement with lowest bidder, Grant Release Date and application: We have not heard back from the zoning board yet. They have 45 days to come to a determination. Chair Rick is working with the architect on bid approval wording/clarification. We are awaiting word on next action steps for the grant.
- C.* WiFi Grant and service providers and networking equipment updates: A grant has been received for \$16,000! This amount will be needed to fund new equipment as the current equipment is over 10 years old. LD Mark continues to work with the Town of Weathersfield to source the best vendor and is currently looking at Fiber Connect.
- D.* Fondue Party: The library will host a fondue party on Saturday, February 24 at 5:30. There will be fondue, savory dishes and desserts! The library is excited to bring back this fun event that was so popular pre-COVID. Idea for a future event is a Jigsaw Puzzle swap.
- E.* Town Meeting- elections, budget, Friends of WPL providing food: Friends of WPL have connected with the Town Moderator and are providing food at town meeting- always appreciated. WPL has 3 trustee seats up for election and petitions are to be filed with Flo-Ann by Monday, January 29th. It would be fun to distribute solar glasses at Town Meeting in advance of the April 8, 2024 solar eclipse!
- F.* AARP Tax Preparation: Free tax preparation services will start Tuesday, January 23rd at the library by appointment on Tuesdays. This is the third year that the AARP will be utilizing WPL space for this very important service.
- G.* Fundraising Committee

 - 1. Town Challenge (03/23/2024) Weathersfield School: Letters will go out to solicit more teams in addition to the 5 already confirmed. This will be the 10th annual Town Challenge & the weather date is Sunday, March 24th. Weathersfield School has been a wonderful partner for this event!
 - 2. Summer Evening (set date and pick music genre and band- set budget for event): Rika made a motion to approve a Summer Evening with Friends band budget not to exceed \$1,500. John seconded and all voted in favor. Fundraising Committee to look into tent options to allow for more mingling space.

3. Donation Letters: Trustees to review previous donation letters and Harland's letter to get a sense of the direction we would like to go in our next solicitation. Our last mailing had a focus on the 2nd home owners in town and that was very successful. A key aspect is to be very specific of why we are soliciting and the project to be funded.

Old Business

- H.* Christmas outcome: LD Mark reported that this was the best year ever! Working with the Weathersfield School was wonderful. They decorated a tree for the side of the library and there was caroling both inside and outside. It was a full house and Santa had a great time. Thank you to all.
- I.* Vermont State Libraries Annual Report Update: LD Mark and Chair Rick completed the report 1.5 weeks ago. Special thank you to Steve Heir, Judy and Glenna for assisting. The data shows that our post-pandemic numbers are definitely rebounding. LD Mark will send the Trustees a link to the report when it is available.

Adjourn: Rika made a motion to end the meeting at 8:01 pm. Anne seconded the motion. All voted in favor.

Submitted by Anne Parent
WPL Board of Trustees Secretary
January 23, 2024