

**Weathersfield Proctor Library Trustees Meeting Minutes**  
**Thursday, May 21, 2026 at 7:00 PM**  
**5181 Rte. 5 Ascutney, VT**  
**Approved: June 18, 2026**

Attendance Trustees: Chair-John Waite, Vice Chair-Mavis Ellingwood,  
Secretary-TBD, Alicia Jenks, Rick Bates, Anne Parent  
Director (LD)-Mark Richardson  
Guests: Jessica Lawler

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. Review Minutes from Previous Meeting(s).
    1. Shall the trustees approve the meeting minutes for the April 16, 2026 meeting? Rick made a motion to approve the minutes from the April 16, 2026 meeting. Alicia seconded and all voted in favor.
  - B. Rick made a motion to approve WPL expenditures dated 05/21/2026 subject to each Trustee's review and signature. Mavis seconded. All voted in favor.
- II. Comments from Citizens on Topics not on the Agenda: Jessica Lawler- Jessica and her husband are offering a big space/barn on her property close to the library to store books and host the Friends of the Library Book Sale. Sharing with the Trustees and the planning/further decision making to go to the Friends of the Library
- III. Chair designates a secretary for this meeting: John designated Anne to be secretary for the May 21, 2026 meeting.
- IV. New Business
  - A. Library Director's Report: Mavis, John & Mark met yesterday to do a review. In the near future there will be familiarity sessions with Trustees about library operations so Trustees can be better informed advocates for the library. A fact sheet will be drafted to have on hand. John & Mark to review the warrants prior to the trustee meetings to have a better preview. Basement remains a concern

for storing books. Reading chair has been recovered, the table is ready & candy canisters have been added to the foyer. Science program is starting focusing on rocks & geology- Cheryl Cox will be helping- geodes are on the way! Staff vacations are coming up.

B. Discussion: Wording for Bylaws: (First Public Reading): Section 2: Election and Term of Office

Discussion: Wording for ByLaws: (First Public Reading): Section 2: Election and Term of Office. The officers of the Board shall be elected annually at the first regular meeting following the Annual Town Meeting and shall hold office for one (1) year. **The chairperson or vice-chair may succeed himself or herself in the same office for up to two years but must be elected every year. There is no limit to the number of times the secretary may succeed himself or herself.** (Changed wording in yellow.)

- This serves as the first of three postings.

V. Old Business

- A. Structural Engineer and Preservation Trust of Vermont Grant: May 19 visit (Director): Engineer visit (thank you to Bob Holtorff for ladder)- report will be coming.
- B. Astronomy and Projection Screen (update) ( Rick Bates): Telescope has not arrived yet. There is a lead on potential transport “doodlebug” to move the observatory out of the parking lot. Rick will record doodlebug activity.
- C. We Most Ardently Desire and Vermont Humanities and the Vermont 250th Commission Grant (John Waite): \$5,000 grant has been received and additional \$500 from Friends of Proctor Library and Weathersfield Historical Society each to defray additional costs. Design plan is coming together for banners & posters. Casting is underway and readings are on the 28th (including some students from the school). Dates July 11 at 6:30 pm at Weathersfield School, 6:30 pm, July 12 at 2:00 pm- at Fort #4- Both are outdoor performances. Instead, at the Weathersfield School, inclement or otherwise unbearable weather will cause the production to be moved indoors. Same case on Sunday at Fort No. 4
- D. Trustee Music Committee (Update)(Anne Parent) : Anne is working with the band to make sure information needed for payment is provided to town and also

photo to Fundraising Committee for promotion. Auction list for the event is growing!

- E. Look at Rick's Report - Report from Montpelier- Vermont Department of Libraries (Rick Bates): State Library Board Report highlights- March Meeting- proposed funding allocation from cannabis tax revenue- ~ some funding to AOE, some funding to Department of Libraries- wording & percentages are in draft; Clarifying definitions on various items; Training on geographic naming- changing the name of anything (river, hill, etc) in the State of Vermont goes through this board. 60+ Weathersfield name change requests are on the horizon- Jeff Pelton's work continues. April Meeting- Bylaws change discussion, job title changes & job postings. Capital projects grant money updates - providing small rural libraries in Vermont - repairs & accessibility to existing buildings. 116 courier grants for ~ \$683.
  - F. June 27 11 am- 1 pm - will be the date for Memorial Benches Dedication for Cookie Shand and Ginger Wimberg.
- VI. Adjourn: Rick made a motion to end the meeting at 8:19 p.m. Alicia seconded the motion and all voted in favor.

Submitted by Anne Parent  
WPL Board of Trustees Secretary  
May 24, 2026