

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

**Approved:**

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

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 May 21, 2026 meeting? Rick made a motion to approve the minutes from the May 21, 2026 meeting. Alicia seconded and all voted in favor.
  - B. Rick made a motion to approve WPL expenditures dated 06/18/2026 subject to each Trustee's review and signature. Anne seconded. All voted in favor.
- II. Comments from Citizens on Topics not on the Agenda: None
- III. Chair designates a secretary for this meeting: John designated Anne to be secretary for the June 18, 2026 meeting.
- IV. New Business
  - A. Library Director's Report: LD Mark reported that the library will be closed for Juneteenth on June 19, 2026. LD Mark & John met earlier today to go over financials and LD Mark has started to send Trustees a packet for review before meetings. LD Mark reported on YTD actuals vs Budget for FY 26. Currently ~ 91% is expended. Fund balances were also reported on.
    1. Trustee Education item for the month- Palace app. LD Mark outlined features of the Palace app which may be placed on the WPL website.

B. Discussion: Wording for Bylaws: (Second 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 second of three postings.

C. Initial Discussion: Drafting a new Fundraising Policy, the structure of the current Fundraising Committee, and Fundraising Committee goals and projects for 2027 and beyond: Trustees reviewed Fundraising and Donations Policy draft.

1. Rick moved to accept the Fundraising and Donations Policy as presented. Mavis seconded. All voted in favor.

V. Old Business

- A. Structural Engineer and Preservation Trust of Vermont Grant: May 19 visit (Director): No further updates.
- B. Astronomy and Projection Screen (update) ( Rick Bates): Star party scheduled for tomorrow (June 19th) night at Hoisington Field. Just about 48 hours away from the summer solstice. Lunar observing should be an option. The doodlebug plan is not an option to move the observatory. John Arrison will consider moving it with his tractor later in the summer. Astronomy group will be present at the Hoisington Field Town wide event.
- C. *We Most Ardently Desire* and Vermont Humanities and the Vermont 250th Commission Grant (John Waite): Posters, banners & yard signs are being picked up this week. John will share design with Trustees.
- D. 14th Annual Summer Evening with Friends and Neighbors update (Anne Parent and LD) : Anne is working with Susanne at the town to ensure band paperwork is in order in the next two weeks. Promotional poster has been created and looks amazing.
- E. Report from Montpelier- Vermont Department of Libraries (Rick Bates): No new information to report.

VI. Adjourn: Mavis made a motion to end the meeting at 7:57 p.m. Rick seconded the motion and all voted in favor.

Submitted by Anne Parent  
WPL Board of Trustees Secretary  
June 19, 2026