

Weathersfield Proctor Library Trustees Meeting Minutes
Thursday, March 26th, 2026 at 7:00 pm
5181 Route 5 Ascotney, VT
Approved: April 16, 2026

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

Call Trustee Meeting to Order: 7:00 pm with Mark Richardson, Library Director presiding until new Chair has been nominated and elected.

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

1. Shall the Trustees approve the meeting minutes for the February 18th, 2026 meeting? Rick made a motion to approve the minutes from the February 18th, 2026 meeting. Alicia seconded and all voted in favor.

B. Mavis made a motion to approve WPL expenditures dated March 26th, 2026 subject to each Trustee's review and signature. John seconded and all voted in favor.

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

III. New Business

A. Reorganization

B. Mavis nominated John Waite to be Chair. Rick seconded and all voted in favor.
-Mark Richardson stepped aside to allow John Waite to preside over the meeting.

C. Alicia nominated Mavis Ellingwood to be Vice-Chair. Rick seconded and all voted in favor.

D. Motion made by Rick Bates to table the nomination of Secretary. Alicia seconded and all voted in favor.

a. Review of By-Laws will be necessary to possibly remove the 2-year term of secretary. 30 day notice to the public will be necessary to make a possible change to the By-Laws. This subject will be discussed at the next meeting April 16th

E. Library Director's Report:

1. 20th year Anniversary for LD Mark Richardson! Thank you, Mark, for all that you do!

2. Security Alarms will be installed, Wednesday, April 1st.

3. A Thank you to Rick Bates for supplying the seed library with new seeds. Patrons have already started calling and visiting to get seeds for spring planting. This is a wonderful program we offer to our Weathersfield residents.

4. Fiscal year 2024-2025 use/attendance report is attached. Considering the size of our small community the numbers are impressive.

IV. Old Business

A. Budget

1. Town voted down the General Budget. All departments asked to cut back on their initial budget. Proposed revised library budget attached. It was suggested we reduce funds in the following categories:
 - a. Postage
 - b. Trustees Expenses
 - c. Library Programming
 - d. Media
2. Rick Bates made a motion to accept the revised budget. Alicia seconded and all voted in favor.
3. Chair, John Waite, will send the Town Manager an email stating the revised budget has been accepted by the Board of Trustees.

B. Library Windows

1. Alicia Jenks, Rick Bates and Mark Richardson met with the representative from the Preservation Trust Group.
 - a. Feasible to restore, not replace, the windows and they would be just as efficient as if we replaced them.
 - b. Funds are available through the Preservation Trust Group
 - c. Communication to continue this project and reported back to the Board of Trustees with developments

C. Structural Engineer

1. The representative of the Preservation Trust Group has suggested a structural engineer to review the water damage in the attic as well as the roof. Mark has left a message and hopes to get a response next week as to when an appointment will take place.
2. Once the structural engineer has done their walk-thru, they will submit a report as to the repairs needed as well as a list of potential contractors.
3. Partial funding might be available from the Preservation Trust Group.

D. Astronomy Update

1. The observatory project at Hoisington Field continues to develop.
2. Motorized screen does need to be mounted at the 1870 Schoolhouse. Rick to work with a local installer to have it mounted properly.
3. Mavis made a motion to approve up to \$250.00 in materials for the screen installation to be pulled from the Fundraising Funds. Rick seconded and all voted in favor.

E. Vermont 250th update

1. John informed us that all those who are part of the current cast members were invited to go to the Hood Museum at Dartmouth for the "Revolution Reconsidered" exhibition for continued inspiration.
2. There are two more performances scheduled for this summer. July 10th and July 11th. One will be at Fort Number 4 and the other at the school. More details to follow.

F. Trustee Music Committee updated

1. We have a band for the Summer Evening Event. More details at our next meeting

G. 12th Annual Town Challenge

1. March 28th at 7:00pm
2. Cube with categories has been retired and replaced with a wheel.
3. We have 7 town teams competing.

H. Other

1. Fireplace mantle and floor in the entry way will be refinished. Alicia Jenks will be donating \$500 and Friends of the Library \$500 to complete this project.
2. Audio Books in the entry way will be given away to make room for possible sitting areas. Mark to reach out to the retirement home next door to see if they would like the audio books.

Rick moved to adjourn the meeting at 8:10pm. Alicia seconded and all voted in favor.