

Weathersfield Proctor Library Trustees Meeting Minutes
Thursday, September 17, 2026 at 7:00 PM
5181 Rte. 5 Ascutney, VT

Approved:

Attendance Trustees: Chair-John Waite, Vice Chair-Mavis Ellingwood,
Secretary-Anne Hutchinson, Alicia Jenks, Rick Bates
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 August 20, 2026 meeting? Alicia made a motion to approve the minutes from the August 20, 2026 meeting. Mavis seconded and all voted in favor.
 - B. Rick made a motion to approve WPL expenditures dated 09/17/2026 subject to each Trustee's review and signature. Alicia seconded. All voted in favor.
- II. Comments from Citizens on Topics not on the Agenda: None
- III. New Business
 - A. Library Director's Report: Front Lock is being tricky and will be serviced. LD Mark did volunteer docent work for the Weathersfield Historical Society and the society will be having an Antique Organ Demonstration on October 4, 2026. Clubs currently using the library for meeting space include Girl Scouts, Garden Club, Conversation Club, AARP, Conservation Club and more! Carafes are now being lended out from the library. Trustees discussed removing the fundraising aspect of the Town Challenge. Switch focus to being a community event vs. fundraising event.

1. Rick made a motion to discontinue the expectation that teams who participate in the Town Challenge need to fundraise for the library. Alicia seconded. All voted in favor.
- B. Transfer of dated equipment to local nonprofit and update of the library cellar. Library Cellar Project:
 1. Rick made a motion to donate the printer and photo scanner to the Weathersfield Historical Society. Mavis seconded and all voted in favor. Alicia to talk with Julie of FWPL to help sell the heavy wooden chairs. John and Mark are discussing cabinet and shelving. LD Mark to look into the cost of a dehumidifier with an automatic pump.
- C. Memorial Donation and proposed project: Ernest Shand Trust donated \$2,500 to the Weathersfield Proctor Library. Combined with the gift from the Waite family there is a total of \$5,825 in memorial funds. LD Mark has spoken with each family and would like an RFP to go out for a concrete pad, small generator, chimney liner and gas fireplace.
 1. Anne made a motion to approve Mark to go to the town to put out an RFP for the project listed above. Rick seconded and all voted in favor. Mark to circulate RFP to Trustees prior to submitting to the town.
- D. Joe Citro October Book Event - Joe to host a book talk on October 28th at 7:00 pm. Should be a great event! Alicia to brainstorm spooky decorations.
- E. Trunk or Treat - Trunk or Treat will be held on Halloween! Saturday, October 31! Glenna has planning underway.

IV. Old Business

- A. Structural Engineer, Contractor estimate, and Preservation Trust of Vermont Grant : Deadline October 5, 2026. 50/50 matching grant up to \$20,000 (Director): LD Mark sent structural report and application link to Trustees. Contractor to visit and provide figures to plug into the application. Date of the next visit is Thursday, September 24 and Trustees are welcome. The 125th anniversary of the library is coming up! A big banner will go up and visual artwork to be brainstormed to be visible before town meeting.
- B. Astronomy and Projection Screen (update) (Rick Bates): SoVerA has purchased a Pelican Box with wheels and handle for the new Unistellar telescope as a gift to

the library. SoVerA will be at the Apple Festival on October 10th in Springfield. Additional events will be at the Newfane library & Grafton Nature Museum.

- C. *We Most Ardently Desire* and Vermont Humanities and the Vermont 250th Commission Grant (John Waite): Another meeting is planned soon and members are gathering/reviewing photos and planning for the publication of the production. LD Mark to double check Vermont Humanities grant deadlines.
- D. WPL FOTL Book Sale Report: Broken down boxes can go into the dumpster at the location. Trustees can continue to sort and books will be covered to protect from moisture and sun. Anne reviewed FWPL figures with the Trustees. Book Sale Profits were \$1,254.00 The book sale flag was a great addition.
- E. Report from Montpelier- Vermont Department of Libraries (Rick Bates): No new information to report. LD Mark relayed that since we are a 1-stop library the Vermont Department of Libraries will pay half of the expense of the courier.

- V. Adjourn: John made a motion to end the meeting at 8:05 p.m. Rick seconded the motion and all voted in favor.

Submitted by Anne Parent
WPL Board of Trustees Secretary
September 18, 2026