

Weathersfield Proctor Library Trustees Meeting Minutes

Thursday, July 16, 2026 at 7:00 PM

5181 Rte. 5 Ascutney, VT

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

Guests:

Call Trustee to Order- 7:05PM

- 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. Rick made a motion to appoint Mavis to be the secretary for this meeting. Alicia seconded and all voted in favor.

- B. Review Minutes from Previous Meeting(s).

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

- C. Rick made a motion to approve WPL expenditures dated 07/16/2026 subject to each Trustee's review and signature. Alicia seconded. All voted in favor.

- II. Comments from Citizens on Topics not on the Agenda:

- A. Rick had heard from a citizen of the town that it would be nice if the library would be open on the days the town had voting. Mark suggested we make this a procedure and Mark would have the library open, regular hours.

- IV. New Business

- A. Library Director's Report:

1. LD Mark had Rick provide a report to the Trustees on the special funds and the interest they have accumulated over the past quarter. These are various town wide accounts with funds raised thru donations, grants or fund raising.
 2. The current website is archaic and in need of updates. Mark and Glenna have had a meeting JG Company and they can provide a new, robust, user-friendly web site for \$2000.00. Rick made a motion to authorize Mark to use \$2000.00 from the fundraising account to have the website re-designed by JG Company. Alicia seconded and all voted in favor.

- B. Discussion: Wording for ByLaws: **(Third 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).

Rick moved to change the by-laws as per the third and final reading. Alicia seconded and all voted in favor.

C. Election of a new secretary.

Alicia moved to nominate Anne Parent Hutchinson to be the Secretary for the Library Board of Trustees. Rick seconded and all voted in favor.

D. Vermont Reads projects at the WPL.

Mark has copies of this year's Vermont Reads book, *Charity & Sylvia* by Tillie Walden. He has several copies for the Trustees, Historical Society and others. It is a graphic novel authored by a Vermonter.

E. Initial Discussion: Drafting a new Policy Manual, the structure of the current manual and some updated language and formatting. Google Docs editing.

F. Roll out of SmartSheet portals for Trustees and Staff.

Deb Richardson has spent hours creating the SmartSheet portal for the library. It is an incredibly powerful and flexible tool that will benefit the LD, employees of the library, the Trustees and many others. Deb gave a demonstration of the features and quick tutorial of what she has created.

Rick moved to recognize Deb Richardson with our deep appreciation for the amount of time and effort she has dedicated in creating this marvelous tool. Alicia seconded and all voted in favor.

V. Old Business

A. Structural Engineer and Preservation Trust of Vermont Grant(Director): No further updates.

B. Astronomy and Projection Screen (update) (Rick Bates):

1. Screen not up yet
2. Rick was asked to do a Star Party at Wilgus State Park. There is also discussion to have on top of Mt. Ascutney.
3. A study has been conducted and Hoisington Field has been determined to be an excellent viewing place for Astronomy views because of the Dark Sky.
4. The telescope Rick obtained thru a grant is on its way to us.

C. Report on Bench Dedication (Mavis Ellingwood)

1. The bench dedication for Ginger Wimberg and Cookie Shand was well attended. It was a lovely dedication and was very much appreciated by the family members.

D. *We Most Ardently Desire* and Vermont Humanities and the Vermont 250 th Commission Grant(John Waite)

1. Both performances were well attended. The actors did an incredible job making the audience feel as if they were in the very room when this important

decision had been made by the citizens of Weathersfield. The support staff, directors, seamstresses, and writers clearly worked hard to make this production an unforgettable experience. Thank you to all of those involved.

2. Ft. Number Four has asked the group to come back in the fall. John will keep us posted.

3. A book is to be published about this amazing production.

E. 14th Annual Summer Evening with Friends and Neighbors update (LD).

1. Band is set. Posters are up around town and the sign is on display.

2. \$4000 worth of Silent Auction Items procured by our incredible Fund-Raising Committee.

3. Rika is working on the food.

4. Appreciation, from the Board of Trustees, to our Fund-Raising Committee for all that you do to help make our library what it is today.

F. Report from Montpelier – Vermont Department of Libraries (Rick Bates): No new information to report.

VI. Adjourn: Rick made a motion to end the meeting at 8:21pm. Alicia seconded the motion and all voted in favor.

Submitted by Mavis Ellingwood

WPL Board of Trustees

July 23, 2026