

**Weathersfield Proctor Library Trustees**  
**Meeting Minutes**  
**Thursday, September 20, 2018 at 7:00 PM**  
**5181 Rte. 5 Ascutney, VT**

**Approved:** \_\_\_\_\_

Attendance: Trustees – Chair Rick Bates, Vice Chair Cindy Osgood,  
Secretary Anne Parent (absent), Mavis Shand, Rika Henderson (absent)  
Library Director (LD) Mark Richardson  
Fundraising Committee: Cookie Shand (absent)  
Board Liaison for Construction Project: Ernie Shand (absent)

- I. Call Trustee Meeting to Order-7:20 p.m.
  - a. Corrections to the agenda: None
  - b. Approval of Minutes:
    - i. Approval of July 19, 2018 minutes: Tabled until next meeting.
  - c. Comments from the Public – None

II. Library Director's Report: (see attachments) LD Mark presented the first Manga and Graphic novels purchased. A teen patron was exceptionally excited by this purchase.

We will need help in moving the tables from the Shand residence to the library the day of the book sale, Saturday, Oct. 6<sup>th</sup> at 6:30 a.m. Books will be moved at 7:00 a.m. Assistance would be appreciated before, during and after the book sale. The Book/Pie/Yard Sale will be from 9-1:00 pm.

There was a general discussion regarding the relations between elected town officials and library employees. All interactions and inquiries should be thru the LD.

Julia Lloyd Wright will be proposing a package to modernize the current fixtures in the library to continue our path to going green.

Trunk and Treat will be on Oct. 27<sup>th</sup> from 4:30-6:30pm. There is discussion of having a "Haunted Trail." Help will be needed. If you know of anyone who would like to participate in the Trunk and Treat program, please have them contact LD Mark. There was a suggestion from Lynn Esty to do a fundraiser during the Trunk and Treat, "Kiss the Pig." We have done this fundraiser in the past with success. The board could be possible candidates for the "Kissing." Lynn would provide the pigs.

The library now has a credit card. LD Mark provided the form he would be using to document transactions. We would still have a small amount of petty cash available.

At the request of the Historical Society, Chair Rick Bates will be writing an article for their newsletter. Topic to still be determined.

A few recommendations were made for new Fundraising Committee members. LD Mark will continue to offer suggestions based on people who come to the library and might be interested. Mavis and Cindy will try to think of parents who might want to take on this role as well. If anyone else has any candidates, please bring them to the next meeting.

III. New Business:

a. We had a tour of the Vermont Room, and all admired the new donated book shelves!  
We have some great people in our town!

b. LD Mark presented a quote from CC Managed Services. See attached. This would include 3 public computers as well as a monthly service contract. This is the same organization as the one used by the Town.

c. We will be dedicating the Children's Collection on Wednesday, Oct. 24<sup>th</sup> at 7:00pm.

d. Rick sent an invitation to the Town Manager and Finance Manager to attend our next

to meeting to discuss the budget.

**IV. Old Business**

- a. Budget Update – We would like to get the current library employees salaries to be in line with the town. Further discussion required once we review the budget.

**V. Review and Motion to Approve and Sign Warrants:** Mavis made a motion to approve WPL expenditures dated September 20, 2018. Cindy seconded and all voted in favor. Payroll: \$3,587.57, Operational: \$4,573.73.

**VII. Adjourn** Cindy made a motion to adjourn at 8:52 p.m. Mavis seconded and all voted in favor.

For next meeting:

Update on Seed Collection Library

FY 2020 Budget Work

Town Report Work

**For Future Meetings:**

Fundraising Committee Recruitment

Fundraising Committee Goals

Update on Town of Weathersfield Library Web page

Update *The Greenbush Arts: At the Crossroads of Innovation* event

**Important Dates:**

Starting September 17, 2018 - Book & Bake Sale items can be dropped off at Shand barn.

October 6, 2018- Book/Bake/Yard Sale

October 18, 2018 – Next Board of Trustees Meeting

October 24, 2018 – Dedicating the Children’s Collection

November 9, 2018 - LD Mark to attend Fall Public Library Directors’ and

Leaders’ Summit @ Barre, VT 9:30-4:30

Fall 2019 - Greenbush Art Event

Submitted by Mavis Ellingwood