

Weathersfield Proctor Library Trustees
Meeting Minutes

Thursday, November 15, 2018 at 7:00 PM
5181 Rte. 5 Ascutney, VT

Attendance Trustees: Chair-Rick Bates, Mavis Shand, Rika Henderson
Library Director (LD)-Mark Richardson

- I. Call Trustee Meeting to Order 7:15 PM
 - a. Review and approve October 2018 Minutes: Rika moved, Mavis seconded, unanimously approved.
 - b. Review and approve Warrants: Rika moved, Mavis seconded, unanimously approved. Mark noted that the Fire Marshall approved the Certificate of Occupancy last night, which was the condition for the final payment to the contractor, and that check has now been mailed.

- II. Library Director's Report
 - a. Forms for the courier service have been mailed. The grant amount for FY '19 is \$290.52.
 - b. Friends of the Library: The Friends will split the cost of the dumpster for Book Sale left-overs. Mark noted that the Friends need to provide the labor for their event, not library staff, and will suggest they recruit volunteers from the school, etc.
 - c. Youth Librarian's Report (see attached). We've added a youth movie every other week. And Glennis pursuing the certification which VT requires.

- III. New Business
 - a. Computer update: Town Treasurer Steve Hier said the Reserve Fund cannot be used for computer purchase. The Friends have agreed to pay for the 3 public computers, and we have about \$2,000 surplus in the budget, so the board rescinded its previous vote to pay for the computers out of the Reserve Fund.
MOTION: To use the surplus from the Fundraising and Expansion accounts toward the managed service infrastructure for the computers.
Rika moved, Mavis seconded, unanimously approved.

- IV. Old Business
 - a. Parking lot check-in: The Town is aware of the flooding problem but has no funds to remedy it at this time. LD will look into grant possibilities.
 - b. Water heater check-in: LD and representative of the Trustees will meet with Darlene Kelly to review the numbers.
 - c. Attendance continues to increase.

- V. Next Meeting: MOTION: to change the date to Thursday December 13, 7 PM.
Mavis moved, Rika seconded, unanimously approved.

- VI. Adjourn 8:32 PM Rika moved, Mavis seconded, unanimously approved.

