

Weathersfield Proctor Library Trustees Meeting Minutes

Thursday, August 19, 2021 at 7:00 PM

5181 Rte. 5 Ascutney, VT

Approved: September 16, 2021

Attendance Trustees: Chair-Mavis Shand, Vice Chair-Cindy Osgood
(absent), Secretary-Anne Parent (absent), John Waite, Rika Henderson,

Guests:

Library Director (LD)-Mark Richardson

- I. Call Trustee Meeting to Order-7:02 p.m
- II. 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. John made a motion to approve the minutes from 07/15/2021. Rika seconded and all voted in favor.
 - B. John made a motion to approve WPL expenditures dated August 19, 2021 subject to each Trustee's review and signature. Rika seconded and all voted in favor.
- III. Comments from Citizens on Topics not on the Agenda: One patron has complained about having to wear a mask and LD Mark handled it.
- IV. Library Director's Report: Both the Courier and ARPA grants have been submitted for a total of \$4,591.62. These funds would be used for the purchase of a new scanner, printer and furniture for the Vermont Room. We did get the Cares Grant, \$400, which allowed us to purchase 2 more Honeywell HEPA Air Filters. The Vermont Room is being reorganized. Mark is being helped with our newest volunteer, William. Dehumidifiers are constantly being run in the basement. Per LD contract, he is serving on the following boards:
 - A. SAPA TV Board of Governors - Vice Chair

B. Weathersfield Historical Society of Governors (and docent once a week at the Dan Foster House

C. Weathersfield Parks and Rec - Vice Chair

LD Mark has met the new Town Accountant - Gail McKenzie. The town has hired a new cleaning person and WPL has provided the usual list of tasks. Books have been brought to the Shand's barn for sorting. Newsletter plans with Friends of the Library (Reviewed with Sally Harris and Mike Stankevich). Reading Journal Plans (Reviewed with GINGER Wimber and Mike Stankevich). Circulation Coordinator Report (Judy) - July ILL - Requests processed/Borrowed. Youth Library's report (See attached). Coordination/Research continues into next steps for the expansion project with the architect. LD Mark to report back to Trustees.

NEW BUSINESS

a. Chair/Director/Town Manager Meeting update: We will be going with the traditional 3 bid process and will be informing the architect soon. The Town Manager feels we can get 75% of the required funds from grants. We hope to hear soon.

OLD BUSINESS

D. ARPA Update: Please see Library Director's Report

E. Aspen Update: Went live on August 18th. Still working out the kinks but it is up and running

F. Plaque update - We do have the plaque for the Harris' and plan on honoring them in early Sept. Still working on Ms. Steven's.

V. Adjourn: John made the motion to end the meeting at 7:40 pm. Rika seconded the motion. All voted in favor.



Submitted by Anne Parent
WPL Board of Trustees Secretary
September 6, 2021