

# Weathersfield Proctor Library

Board of Trustees Meeting

Thursday October 21, 2021

## Meeting Minutes

Attending: Mavis Shand, president; Cindy Osborne, John Waite, Rika Henderson, Library Director Mark Richardson.

1. Meeting was called to order at 7: 05 PM.
2. Minutes of the September 16, 2021 meeting were unanimously approved as written.
3. The Warrant was unanimously approved as presented, with the proviso that trustees participating remotely will sign the document at the Library, barring any concerns, in the coming days. LD Mark noted the additional expense of renting the Porta-Pottie at Hoisington Field for an additional month to facilitate Trunk or Treat; the Town usually removes the by now. The Library gives out books and pencils and promotes the Library.
4. Comments from citizens: none
5. Library Director's Report:
  - Trunk or Treat: Mark has hung a banner at his house in Perkinsville village promoting Trunk or Treat, and noted that there are usually about 12 cars that participate as "Trunks."
  - Library attendance: Approximately 327 users last month, up from 222 in September. Numbers are approximate, to give us a general idea.
  - Fundraising: \$335.35 deposited from the Trustee's Book Sale, plus \$150 from sale of Newell Green prints.
  - Budget: The Town will no longer be charging our budget for snow removal.
  - Photocopier: The problematic and expensive copier broke last week. The lease will conclude in March, and Mark will not renew the lease. Instead, we will buy a regular scanner/copier that can also print directly from patrons' computers once the lease is done. Complicated projects can be photocopied at Town Hall.
  - Grant: The new interim State Librarian approved a \$4,054.85 grant proposal we submitted for a scanner, table, etc. The grant has no expiration date.
  - Volunteers: Bill is great, works with Judy, and is looking for a career position at the Springfield library. Cindy is wonderful and works with Glenna.
  - Library Addition: Rick Bates ha been working hard on this. There seems to be considerable frustration with the architect, with numerous emails going back and forth. We will invite Rick to our next meeting.

- Library Director / Town Manager meeting: The meeting hasn't happened yet because the Town is very busy with various aspects of budget allocation and is being very careful with ARPA funds distribution. The Town Manager will meet with the Trustees in the near future to learn about our budget.
- Putnam Plaque: We will partner with the Friends of the Library to post a plaque honoring Barbara Putnam and her mother, Elinor Lahey, who was one of the originators of the Friends in the 1970's, in the front entry. The Friends will contribute to the cost of the plaque. Cindy will meet with Bob Topolski (president of the Friends) and Anne Parent (Treasurer) to discuss the cost share, timing, etc.
- Stevens Bench: Mavis spoke with Aaron at Ascutney Artisans about a bench honoring Sharon Stevens, our longtime gardener. He has a bench he would sell us as a significant discount for \$800 and he will donate the engraving. Mavis's employer will match contributions from the Library and the Friends. Unanimous vote to purchase the bench. (Rika moved and Cindy seconded.)
- Budget: On January 3, Mavis and another trustee and Mark will present our budget to the Selectboard to be negotiated. Note that this is not a line-item negotiation. Copies of the budget worksheets will be at the library when trustees sign the warrant so trustees can discuss and ask questions. The Town Manager and finance person will meet with trustees prior to that, probably at our December meeting. Anne will ask the Town for the Town's Employee Benefits information.

Meeting adjourned: 8:14 pm

Respectfully submitted,  
Rika Henderson