

Weathersfield Proctor Library Trustees Meeting Minutes

**Thursday, April 21, 2022, 7:00 PM
5181 Rte. 5 Ascutney, VT**

Attendance Trustees: Chair-Rick Bates, Vice Chair-Rika Henderson, John Waite, Mavis Ellingwood (zoom by phone)
Library Director (LD)-Mark Richardson

Call Trustee Meeting to Order: 7:11 p.m

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 special meetings of January 10 and February 10, as well as March 17. Rika seconded and unanimously approved.
- B. Rika made a motion to approve WPL expenditures dated April 20, 2022, John seconded and all present voted in favor; Mavis abstained because she could not view the document. Mark noted that he is trying to get the Town to return to the format used prior to Covid, with the warrant for Library expenses alone, presented with invoices and itemization.

Comments from Citizens on Topics not on the Agenda: None.

Library Director's Report:

- A. Glenna, the Youth Librarian, reported that more than 65 children and 120 adults participated in the Egg Hunt on Saturday, April 16. She also noted that the Library received 30 free Arbor Day kits for children, and Summer Reading will begin Saturday June 18 and run thru August 20.
- B. LD Mark reviewed our funds, which include \$\$78,544.74 from Endowment, Fundraising, and Memorial and Expansion Donations, plus \$6,724.65 in the Chapman Fund and \$3,929.19 in Capital Improvements.
- C. This past week Rick removed the cover of the fireplace in the Circulation room, which has been sealed for the last 25 years. He and Mark were surprised to find firewood and andirons inside. The Circulation desk has also been turned 90 degrees to make it easier to get in and out from the desk.

New Business:

- A. Building Assessment walkthrough with Town Manager: Mark and Rick recently led a tour of the building for the Town Manager, Chairman of the Selectboard, the Town's construction consultant to see which Town facilities have need for which ARPA funds used. They were

very pleased with the condition and maintenance of the building and our efforts at improving energy efficiency. They also noted the flooding issue in the parking area, the water leaking down the walls in the basement, the need for more efficient windows and a vestibule to serve as thermal lock.

- B. New ARPA funds: Mark informed us that the monies must be committed by December 31, 2023 and projects must be at least underway by December 2024.
- C. “Shall the Trustees authorize spending \$4,100.00 in anticipation of having those monies replenished on the release of an ARPA grant?” Item shelved by Chairman.
- D. “Shall the Trustees approve the Architect’s schematic invoice?” The invoice is for \$6,000. Mais noted that there were a few important errors in the invoice: the date of the invoice is 2020, not 2022, and Rick is now a Trustee rather than the Trustees’ representative. Mavis moved that we ask the architect to send an addendum with the noted corrections. John Seconded and approval was unanimous

Old Business:

- A. Expansion Update and Fireplace: We accept that there will be more discussion regarding the new addition will favor book space or windows. Concern was voiced about having a gas stove in the addition in view of child safety. Much conversation ensued.
- B. Rika reported on behalf of the Fundraising Committee that The Meetinghouse and the band have been confirmed for A Summer Evening With Friends on the last Saturday in July.
- C. Baker Creek Heirloom Seeds, under the auspices of Rick’s step-daughter, has again donated about 500 packets of assorted heirloom vegetable and flower seeds for the seed library. Rika will announce it on Front Porch Forum and the villages of Weathersfield Facebook page and invite volunteers to help sort the seeds.

Adjourn: Rika made a motion to end the meeting at 8:25 pm. John seconded the motion. All voted in favor.

Submitted by Rika Henderson

April 21, 2022