

**Weathersfield Proctor Library Trustees Meeting Minutes**  
**Thursday, July 20, 2023 at 7:00 PM**  
**5181 Rte. 5 Ascutney, VT**

**Approved:**

Attendance Trustees: Chair-Rick Bates, Vice Chair-Rika Henderson  
(absent), Secretary-Anne Parent , John Waite, Mavis Ellingwood (arrived  
before New Business)  
Library Director (LD)-Mark Richardson  
Guests: Brandon Gulnick, Nancy Nutile-McMenemy, Olivia Smith, Ray  
Stapleton

Call Trustee Meeting to Order-7:03 p.m

- I. 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 06/15/2023. Anne seconded and all voted in favor (Rick voted to make a quorum.)
  - B. John made a motion to approve WPL expenditures dated 07/20/2023 subject to each Trustee's review and signature. Anne seconded. All voted in favor (Rick voted to make a quorum.)
  
- II. Comments from Citizens on Topics not on the Agenda: None.

**NEW BUSINESS**

- A. Presentation by Town Manager: Brandon Gulnick, Town Manager, and Olivia Smith, Principal Clerk, presented the Board of Trustees with a chessboard crafted by Scott Duffy of Rockledge Farm Woodworks from the wood from the Tenney Memorial Tree that was taken down due to disease on March, 17, 2021. A letter (attached) was also shared outlining the history and process of the gifted chessboard.

Anne made a motion to accept the Romaine Tenney Memorial Chess Board and agree to keep it at the Weathersfield Proctor Library in

Perpetuity, and allow residents to use the chess board in the Romaine Tenney Memorial Park, provided that the Library Director OR Library Board of Trustees Chair is the opponent. Mavis seconded and all voted in favor.

*B.* Library Director's Report: LD Mark displayed three Newell Green photographs so that Trustees could decide which to have donated to the Summer Evening with Friends auction. After much discussion, the photograph of the Russian Cabin & Birch Trees on Skyline Drive was chosen. All three images were beautiful. LD Mark has provided data to the State of Vermont for a compensation survey. It is assumed that it may take a couple of years for a set of standards to be released. Anthony Knox from the Visiting Nurse and Hospice for VT & NH/DHMC reached out to LD Mark to offer three presentations (one a month over the course of three months) as follows:

1. General Overview of VNH Services
2. "Hospice 101"
3. Advanced Directive Planning/Chaplaincy Program

In order to reach a diverse audience who may want to attend these programs, Mark will see if they can present on Saturday afternoons. Attendance continues to be strong and it is likely we will see 6,000 for the fiscal year.

*C.* Policy edit: Holidays: John made a motion to approve the following addition to the Weathersfield Proctor Library Policy Manual to add Juneteenth to the holidays list-

4. If a holiday falls on a workday, the Library Director, Circulation Coordinator, and Youth Services Librarian will be paid for the time normally worked. Recognized holidays are: New Year's Day, Presidents Day, Memorial Day, Juneteenth, Fourth of July, Indigenous Day, Veterans Day, Thanksgiving Day, day before Christmas, and Christmas.

Mavis seconded and all voted in favor.

*D.* August meeting discussion: Trustees are in support of the meeting in August. We may have a pizza party.

Old Business

- E. Summer Evening update - LD Mark reported that 30 + auction items have been donated and signs and banners are up around town to advertise the event. Deb, Maureen and Heather have been holding the planning (thank you!)
- F. Construction update: Fire Marshall visit on June 29, 2023 went well and there are no issues. Chair Rick provided meeting notes from Greenberg Associates Architects outlining discussion and potential project calendar. Rick and Mark continue to prepare for the formal application at some point in September.
- G. Astronomy update: Ray Stapleton, Highway Superintendent relayed that the field is wet due to the flooding and rain and any move will need to wait until things dry out. LD Mark shared information from the Vermont Department of Libraries on the Multigenerational Solar Kit 1 that the Weathersfield Proctor Library will have from November 1-December 15, 2023. This will be a wonderful resource for the library and patrons. LD Mark to reach out to the Weathersfield School and local libraries who will not be receiving the kits to collaborate. Sovera will be doing a presentation to connect with the kit and there is potential to do the same presentation at the Whiting Library in Chester as that is where the kit will go after our library. LD Mark reported that 1,000 solar eclipse viewing glasses will be available at the library.
- H. Palace App Update: LD Mark reported that work to set up the Weathersfield Proctor Library App is completed and it is ready for use. This will be a great resource for our patrons.

Adjourn: John made a motion to end the meeting at 8:01 pm. Mavis seconded the motion. All voted in favor.

Submitted by Anne Parent  
WPL Board of Trustees Secretary  
July 23, 2023