

## March 21, 2019, Meeting Minutes

Members present: Dave Kraus, John Frey, Beth Wilbanks, Don Lundry

Members absent: Christine Kastan, Joan McClung

Others present: Katie Hill, Michele Beamer

Meeting was called to order by Chairman Kraus

Chairman's Report: Chairman Kraus will be sending emails to Board members pertaining to information he finds of interest regarding programs that will further benefit our libraries. He will also be keeping Board members up to date on public meetings regarding the library. He suggested the Board attend staff events at the libraries to get to know the staff better and gain a better understanding of operations. He will also be in touch with Katie Hill between meetings to work on agenda development to make sure key issues are brought up and not overlooked. Terms for McClung, Frey and Lundry will expire end of June and each individual needs to contact their Supervisor and request a letter of recommendation to stay on the Library Board of Trustees. ALA Conference will be held in Washington DC and Dave Kraus will be attending along with Katie Hill, Terry Frick and Patricia Keister from Gordonsville branch. Frey and Wilbanks will work as the nominating committee and present the slate of officers to be voted on at the next meeting.

Financial Report: All in agreement on financial report.

Librarian's Report: Katie highlighted written report and added: Although her report at the time mentioned that the County Administrator, R.Bryan David had said the new Circulation Supervisor position had made it into the draft of his recommended budget, she has since been notified that the position has been cut. Chairman Kraus will be attending the Board of Supervisors meeting on March 26.

Old Business: None

New Business:

Policy revisions:

Mission Statement: Motion by Kraus, second by Wilbanks to approve proposed version. Passed

Patron Confidentiality - Motion by Lundry, second by Frey to approve proposed version. Passed.

Lost and Damaged Materials – Motion by Lundry, second by Frey to approve proposed version. Passed.

Two issues that have become problems at the libraries were brought to the Board's attention for discussion. One is the issue of "no shows". Although adults sign up for programs and have a number of reminders sent to them regarding the event, many don't show up. Since many of the events have a waiting list to attend it leads to lost space and leftover activity materials. It was discussed that some form of penalty needed to occur to deter this conduct.

Another issue was presented by Michele Beamer from Wilderness Branch Library. Craft projects are quite popular among the patrons of the library and are usually full. Michele was asked by an organized group to reserve 8 seats at the crafting events for seniors with caregivers. Michele feels that by allowing groups you limit the availability of the programs to the public. The Board was in agreement with Michele and decided that for each of these issues a policy should be drafted by Katie and the staff at their next meeting in April to come up with wording they feel addresses the problems to their satisfaction and present it to the Board. Until then the Board felt it should be left to Michele's discretion as to how to handle the situation regarding the crafts and utilization of the room.

In regard to the mandatory active shooter training, the question was raised as to whether or not volunteers at the libraries should be made to attend. Katie and Michele had both seen the film that is shown at the training and due to its graphic content it was felt that it would not be appropriate for teenagers and many seniors. The consensus of the Board was that the training would not be mandatory for volunteers but all volunteers would be made aware of the training session and could make their own decision as to whether or not to attend.

The following items were discussed and will be re-visited at the May meeting:

Chairman Kraus discussed the possibility of monthly meetings. Members present didn't feel strongly one way or the other so he will contact those not in attendance for their ideas.

It was also agreed that it would be beneficial to have Board meetings once a year at the branch libraries.

The issue of using technology to participate in Board meetings when someone couldn't attend was discussed without resolution. Problems with internet connections and which devices could connect were definite issues.

Adjournment

Next regular meeting is May 15, 2019, at 3:30 pm