

Orange County Public Library Board of Trustees
December 19, 2019 Minutes
Main Library

Members present: Dave Kraus, Don Lundry, Joan McClung, Beth Wilbanks,

Members absent: John Frey, Christine Kastan

Others: Katie Hill

The meeting was called to order by Chairman Kraus at 4:06 pm.

Approval of agenda: The agenda was adopted with flexibility without objection.

Approval of minutes: The minutes of the Oct. 21, 2019, meeting were accepted without objection, including a correction regarding the Librarian's report pertaining to painting the Gordonsville branch library's exterior columns. The revised wording is : Kastan will ask the GFOL if they want to take on painting the columns.

Chairman's Report/Comments/Announcements

Chairman Kraus had an excellent meeting with Susanne Bromfield, President of the Orange County Library Foundation. Ms. Bromfield explained the Foundation is comprised of 10 members, and they solicit monetary donations by mail. She was open to meeting with the Library Board and will attend our meeting in February.

Chairman Kraus talked about the positive discussion at the informal meeting the Board had at the Light Well and would like to continue to meet occasionally off-site to discuss library issues informally. The next gathering will be held at the Light Well on January 16 at noon to discuss how to influence the county's decisionmakers to accept our FY2021 budget proposal, primarily the addition of a Circulation Supervisor at Main Library.

Trustees' sharing of some of their biographies at the Light Well was very informative and enjoyable, giving everyone an opportunity to get to know each other better. When time permits at future Board meetings, Chairman Kraus will provide other opportunities for such sharing.

Financial report

Reviewed and accepted without a vote.

Librarian's report

Katie highlighted her report. The staff at all the libraries have been busy with holiday programs and decorations. She and Michele Pursel met with Judy Anderson, head of Instruction with the Orange County Schools, to discuss digital resource sharing. The meeting was very positive and is an excellent start toward working within the community to increase resources and the number of library patrons.

Old Business

Proposed revision of Policy 1.9 - Library Support Groups. This issue had been tabled from the August meeting. The Orange Friends of the Library have reestablished their non-profit status. Motion by Kraus, second by McClung to accept policy revision. Approved.

Policy 3.4 Fines and Fees. Motion by McClung, second by Wilbanks to accept revision. Approved.

New Business

Report from Budget Committee: Chairman Kraus and Trustee Lundry met with Katie on December 11 to review her proposed FY2021 budget. Regarding the request for a part-time employee at Wilderness library, the Board agreed that Katie should review the request with Michele Beamer and determine if it should remain in the budget proposal. The Board generally agreed that it was preferable to place emphasis on the need for a full-time Circulation Supervisor at the Main Library. Despite cuts from some line items compared to the current budget, there is an

increase of approximately \$20,000 in non-personnel expenses in the proposed budget. More electronic expenditures, basic cost increases and upgrades primarily are responsible. Motion by McClung, second by Wilbanks to accept the FY2021 Budget request was approved unanimously by the Board for submission to the County.

Chairman Kraus asked Katie to consider taking a Board member with her when she presents the budget to the County to show that the Library Board of Trustees stands behind Katie and the proposal. It would also be helpful for the Board to better understand that part of the process.

Policy Updates:

Policy 2.3 Reconsideration of Materials. Motion by Lundry, second by McClung to accept revision. Approved.

Policy 2.4 Donations. Motion by McClung, second by Wilbanks to accept the revision after changing the third sentence to read : “The Library reserves the right to use any gift as it sees fit and *may* assign gifts to the Friends of the Library, transfer to our surplus books vendor, or dispose of them if content or condition is not acceptable.”, and changing the last sentence to read: “The library does not acknowledge acceptance of gifts, *except as* required by law.” Approved.

Policy 2.5 Weeding. Motion by McClung , second by Lundry to accept revision after changing the third sentence to read “ Withdrawn items will be disposed of through book sales, via our book surplus vendor *or* recycling or by donation to library Friends groups.” Approved.

Policy 2.6 Memorial and Honor Books. Motion by Lundry, second by McClung to accept revision. Approved.

Policy 3.3 Library Hours and Services. Motion by Lundry, second by McClung to accept revision after changing the last sentence to read: “When *holidays fall* on a

Friday and *the following* Monday, the Library will also close on the Saturday in between.” Approved.

Parking at the Main library is a major issue. The Board suggested that front desk personnel document patron complaints about parking, including the number and nature of the complaints.

Without objection meeting adjourned at 5:52 pm.

Next Board meeting will be held February 20, 2020, 4:00 pm at the Main Library.