

Library Board of Trustees Meeting Minutes
December 17, 2020

Members participating via Orange County virtual system: Dave Kraus, Joan McClung, Beth Wilbanks and John Frey

Members absent: Christine Kastan, Don Lundry

Others participating remotely: Katie Hill

Meeting called to order: 4:00PM

Approval of Agenda: Accepted without objection

Approval of Minutes: October 15 Regular Meeting and November 19 Special Meeting - accepted without objection

Chairman's report/Comments/Announcements:

- Don Lundry's family requested Don be removed from the Library Board for health reasons. Rather than act on this immediately, Chairman Kraus would like to wait and contact the family at a later date to see if the situation changes and Don's health improves. If Don does not return, Chairman Kraus and Katie Hill will initiate the process of identifying a replacement. Chairman Kraus will provide insight into filling the position to the Chairman of the Board of Supervisors and Supervisor Lee Frame, who arranged Don's appointment as the at-large trustee.
- Chairman Kraus talked about having presented a gift from the Library Board to Katie Hill recognizing the excellent job she has done during the chaotic year created by COVID-19.

Financial Report: Reviewed and accepted.

Librarian's Report:

Katie highlighted her written report and announced that Gordonsville has been successful in filling a part-time position. Danielle Collier-Schular will start training soon, and the Gordonsville library will reopen on Mondays beginning January 25, 2021.

New Business:

- **Report from the Budget Committee on FY22 budget submission:**

Both Joan McClung and Beth Wilbanks praised Katie Hill for her work on the budget. Director Hill was able to keep changes to a minimum and the budget flat with a one-time bump in funds coming from the County which went toward electronic materials. Motion by McClung to approve proposed FY22 budget submission, second by Frey. Motion passed unanimously.

- **Staff COVID survey:**

The Board reviewed the survey and found the written responses to be thoughtful and honest. For the most part the staff seems to feel that all the necessary precautions that could be taken have been taken. A majority supports not reducing open hours.

- **Consideration of service levels:**

Katie and Chairman Kraus both believe there will be a rise in the virus infection rate after the Christmas holidays. Katie had exchanged emails with Ted Voorhees, County Administrator, to discuss options should this surge occur. Options for the libraries include: curbside only; patrons could make appointments to come into the libraries; close completely; or maintain the current operational status. Last month 6,000 to 7,000 people visited the three libraries. Cutting back on hours in any way reduces patron services. Curbside presents its own problems with winter weather bringing rain, snow and icy conditions. Having patrons make appointments is extremely difficult because this can't be handled by computers. Because there is no clear solution at this

time, McClung made a motion for the Board to hold a Special Meeting on Friday, January 8, 2021, at 11:00 to discuss possible changes to the operational format of the libraries and to include senior staff in the discussion; second by Wilbanks. Motion passed unanimously.

Without objection, the meeting was adjourned at 5:06 PM

HAPPY HOLIDAYS EVERYONE AND STAY SAFE!