

Minutes of the  
Rappahannock County Library Board of Trustees'  
Meeting on March 23, 2023

1. *Call to Order*

Victoria Fortuna called the meeting to order at 4:34 p.m.

2. *Confirmation of Quorum*

Library Board Members Present: Victoria Fortuna, Judy DeSarno, Kit Johnston, Maureen Harris, Randi Shumate, Debbie Knick, Bonnie Jewell, John Beardsley, Patti Peterson.

Staff present: Amanda Weakley, Library Director.

Members of the Public present: Ruth Welch, FOL

3. *Approval of the Agenda*

Judy moved to approve the agenda. Victoria seconded and the motion passed unopposed.

4. *Disposition of the Minutes*

Maureen moved to approve minutes from the February 23, 2023 meeting. Judy seconded and the motion passed unopposed.

5. *Public Comment*

Ruth reported that FOL had been successful in receiving grants for projects, such as the forthcoming seed swap event. She also noted the Give Local Piedmont event on May 9 and hoped that would result in additional donations.

6. *Report of the President*

Victoria reported that she and Amanda presented the annual activity report to the Board of Supervisors on March 6. They circulated data cards to the BOS and public audience and received positive comments on library usage and the work of the staff. The supervisors seemed generally pleased with the recent board decision to remain at the current location. Keir Whitson asked if current staffing levels were adequate and Amanda said she thought

some additional staffing would be required in the future, particularly given the possibility of expansion.

### *7. Report of the Librarian*

Amanda reported that the new fire alarm system is installed and operational. She asked the board to watch a summary of FOIA regulations that is available on line. She has applied for a Claudia Mitchell grant for adult art programs, and reported on the meetings and trainings she has participated in. Among highlights of the previous month, 13 students from Wakefield Country Day School came for a library tour March 21, 2023; and 41 people attended The Goodlife Theater: Joe Pipik's Backpack Puppets on March 22, 2023. A total of 112 patrons used the library that day; and 29 new library cards were issued in the first 23 days of March for a total of 83 so far this year, as compared to a total of 233 last year. She also reported that county-wide participation in the Dolly Parton Imagination Library program is approximately 50% of the eligible children (ages 0-5), as compared to a national average of 10%.

### *8. Report of the Treasurer*

Debbie provided copies of her report dated March 23, 2023. In response to questions, she explained that most of the library's investments are in US Treasury bonds, and that returns have been climbing. Of the various named funds, Lucas is reserved for children's programs; Rudacille is unrestricted; and the interest on Jamieson is for "library purposes." She offered to do some research on this fund to see if there is any more specific information about these purposes.

### *9. Committee Reports*

Personnel: No report

Expansion: John reported that the expansion committee met on March 3, 2023, to review the original contract with Enteros and compare it to the revised bid for schematic design services. The committee noted that some services have been moved up from design development to the schematic design phase, including structural; mechanical, electrical, and plumbing (MEP); and a full site survey and civil engineering study. Taken together, the costs for the revised schematic design services would be \$82,182, (as compared to 39,699 in the original contract) which reflects the additional services plus the greatly increased billing rates since the original contract was written. Members of the committee continued to express concerns about the conceptual design, including issues about the roof lines, the retaining wall that would be required, and potential leaks. They agreed that we should ask the architect if we could break schematic design into two phases and hold off on some of the services in the revised proposal while we explored resolutions to our design concerns.

Amanda and John followed up on a zoom call with Gil on March 20. He agreed that we could hold off on the structural and MEP services for now, but thought we should really pursue the site survey and the civil engineering study if we go ahead with schematic design. With respect to the committee's continuing concerns about the conceptual design and Garrey Curry's suggestion of building a smaller addition to the west of the existing building, he suggested we could "get a second opinion." He also raised again the idea that we might still consider tearing down the existing building and replacing it with an entirely new building, which might cost about one million more than renovating and expanding the existing building (roughly 7 million instead of 6 million).

An animated discussion followed, much of which indicated that the board was reluctant to pursue the full proposal for schematic design services. There was some reluctance even about pursuing the proposed first portion of schematic design. There was support for a "second opinion" and/or for the development of a significantly different conceptual approach to the project. In the end, the committee was asked to meet again and report back with ideas about the path forward.

Buildings and Grounds: No report

Finance: No additional report

Policy: Maureen Harris presented a draft policy on public participation at meetings of the library board of trustees; Judy moved that they be approved as written; Victoria seconded and they were unanimously adopted.

#### 10. *Old Business*

The 2023-24 library budget was adopted as written, with the understanding that the county budget overall was still under discussion because the state budget has not yet been approved, and that some revision to the library budget might therefore be required.

#### 11. *New Business*

None

#### 12. *Open discussion*

None

#### 13. *Adjournment*

Patti moved that the meeting be adjourned, Randi seconded and the motion passed unopposed. The meeting was adjourned at 5:56 p.m.

The next meeting will be held on Thursday, April 27, 2023 at 4:30 p.m.

Submitted by John Beardsley, Secretary

Signed \_\_\_\_\_ Dated \_\_\_\_\_  
President