

Minutes of the  
Rappahannock County Library Board of Trustees'  
Meeting on December 7, 2023

1. *Call to Order*

Victoria Fortuna called the meeting to order at 4:33 p.m.

2. *Confirmation of Quorum*

Library board members present: Victoria Fortuna, Maureen Harris, Randi Shumate, Bonnie Jewell, John Beardsley, Kit Johnston, Judy DeSarno. Absent: Patti Peterson, Debbie Knick

Staff present: Amanda Weakley

Members of the public present: Ruth Welch, Friends of the Library (FOL)

3. *Approval of the Agenda*

Judy moved to approve the agenda. John seconded and the motion was approved.

4. *Disposition of the Minutes*

Judy moved to approve minutes from the October 26, 2023 meeting. Maureen seconded and the motion was approved.

5. *Public Comment*

Ruth reported that three long-term FOL board members—Sandra Cartwright-Brown, Helen Williams, and Noel Laing—will be retiring at the end of 2023, and that two new members—Mike Handy and Robin Schmid—have been elected. A third new member is being sought from among the parents of children who participate regularly in library programs. Officers for 2024 will be elected in January and a part-time book-keeper, Helen McGuire, has been retained to help FOL. Donations to the group's annual appeal are running ahead of prior years. She also provided a review of FOL's donations to the library for the years 2017-2023, which have averaged approximately \$17,000 per year, with significant increases in recent years (33,159 in 2021; 31,230 in 2022, and 23,157 so far in 2023).

6. *Report of the President*

Victoria reported that she and Amanda had a call with members of the Rappahannock Library Foundation. She said everyone agreed that it would be good to keep the organization in existence, especially to help with fundraising for the potential library expansion. She reported that she and Amanda also met with FOL to review the draft MOU between the Library and FOL; the MOU is now with Victoria to merge the agreed-upon edits. Victoria noted that Board officers and committee assignments for 2024 would be determined at the January meeting and asked everyone to think about how they would like to serve. She also reported that the Board of Supervisors had appointed a new Board member, Deborah Napier.

### *7. Report of the Librarian*

Amanda reported that she had submitted FY2023 Bibliostats, and that the Food for Fines initiative had netted 63 lbs. of food donated to the Food Pantry. The Library's new website is in progress: Amanda is working with consultants from the Library of Virginia and Influx Library User Experience; design services are being provided free. She reviewed recent meetings and events, including a Dolly Parton Imagination Library (DPIL) Event with Headwaters Foundation and the Childcare and Learning Center that had 45 attendees, and programs with musician and author John Farrell (27 attendees) and Peter McCorry's One Man Band (30 attendees). She reported that 268 new cards had been issued this year along with 178 DPIL registrations.

### *8. Report of the Treasurer*

In Debbie's absence, Maureen presented her report dated December, 7, 2023.

### *9. Committee Reports*

Personnel: No report

Expansion: John reported that Enteros, architects for the proposed expansion, has provided a revised concept proposal for the project, which suggests additions to the east and west sides of the existing building. The expansion committee met to review the proposal, and found it much more appropriate to our site, needs, and resources than the initial concept proposal, which suggested a much larger expansion out the front of the building. The revised concept was circulated to the full board and discussed; the full board concurred that it was "much better." Some concerns were raised, first about the basement space—that it should be made accessible in the event it can be used in the future for some purpose; and second that the costs of expanding both to the east and west of the building might outweigh the potential benefits, and that the costs and benefits of building to the east ought to be explored. The board asked that the expansion committee review these concerns with the architects and then solicit bids for the next step, schematic design.

Buildings and Grounds: Bonnie reported that for the second time, the HVAC system had failed and that the library had been depending on back-up space heaters for three weeks.

Finance: No additional report

Policy: No report

10. *Old Business*

None

11. *New Business*

Victoria requested feedback from the board for Amanda's annual review by December 21, and asked that everyone prepare for a discussion of Board goals for 2024 at the January meeting.

12. *Open discussion*

None

13. *Adjournment*

Maureen moved that the meeting be adjourned, Kit seconded and the motion passed. The meeting was adjourned at 5:35 p.m.

The next meeting will be held on Thursday, January 25, 2023 at 4:30 p.m.

Submitted by John Beardsley, Secretary

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