MINUTES OF A MEETING OF THE RAPAHANNICK COUNTY
PUBLIC LUBRARY BOARD OF TRUSTEES
February 27, 2025

1. Victoria called the meeting to order at 4:35 p.m.

2. **Confirmation of Quorum:** In attendance were members of the Board of Trustees: Victoria Fortuna, Maureen Harris, Bonnie Jewell, Randi Shumate, Kit Johnston, Patti McGill Peterson, and Liz Conley. Absent: John Beardsley and Jen Cable. Also in attendance: Amanda Weakley, Library Director.

3. The meeting agenda was approved as presented.

4. The Minutes of the 23 January 2025 were approved.

5. **FOL Report:** The PATH Foundation recently awarded the FOL a $25,000 technical assistance grant to help support the library's renovation and expansion project feasibility study.

6. **Public Comment:** None

7. **Report of the President:** Victoria shared that her updates would be covered in the reports on Capital Campaign Committee and Personnel Reports.

8. **Report of the Librarian:** Amanda reported on a potential new partnership with Blue Ridge Food Bank to distribute shelf stable food boxes to children during the summer. A representative from the BRFB will visit the library next week to assess our site. It would be marketed through schools, daycares, food pantry, and other marketing channels typically used. The program would be a weekly pick-up. Amanda also shared the Quick Stat Cards for FY2024 highlighting the libraries metrics for the previous fiscal year. The Library update to the Board of Supervisors will be on March 19. Amanda also recently attended a Regional Library Directors Meeting and an Aging Together Committee meeting. She has Virginia Public Library Directors Meetings on March 27-28, and she will be presenting to the Garden Club in April. She finished her report by sharing about upcoming programs including Craft Program on Saturday, Tai Chi – twice per month due to popularity, the Good Life Theater Puppet Show which was rescheduled for March 5, and Senior Art at the Library continues and has a wait list.

9. **Report of the Treasurer:** Debbie was not in attendance. Patti shared the Treasurer's Report, and she reported through the end of January 2025.

10. **Committee Reports:**
**Personnel Committee:** Victoria moved that the Rappahannock County Library Board conduct a closed session in accordance with Code of Virginia §2.2-3711 A. Please see attached Motion to Conduct a Closed Meeting and Certificate Document.

The open meeting reconvened and Amanda returned. The Certificate was adopted (details on document).

Victoria motioned that we pay Amanda $3,500 from the investment fund including FICA for outstanding performance. The motion was seconded.

Bonnie abstained from the vote: "I will abstain from the vote because in my County Administration and County budget role I cannot advocate for or give the appearance of advocating for one employee or group of employees being treated differently than any other."

All other members present voted in favor of the motion.

**Capital Campaign Report:** Victoria reported the Committee had been working on the Case for Support with Keith Waters. She will circulate the latest draft to the Board for its review. Ruth, Victoria and Amanda also met with Keith to discuss how to ready the Friends to accept and account for contributions. Ruth plans to get in touch with the Northern Piedmont Community Foundation and set up an account with them to accept contributions for the Renovation and Expansion Project.

**Expansion Committee:** No report

**Buildings and Grounds:** We have a quote for $650.00 for roof repair due to leakage. Roofer is coming to address it in a manner that could last at least five years. There have been issues with doors and locks, so a locksmith will be coming. A patron has offered to have the curb painted. Would need to explore rules and costs around this. Could explore this during the expansion project. Bonnie recommended a fluorescent tape used at the Visitor Center and all were in agreement that would be a good solution.

**Finance Committee:** No report

**Policy Committee:** No report

11. **Old Business:**
    **Establishment of Committees:** Jen Cable would like to be on the Expansion Committee. Kit Johnston volunteered to serve on Buildings and Grounds. Victoria approved both.

12. **New Business:** None

13. **Open Discussion:** None

14. **Adjournment:** Meeting adjourned at 5:50 p.m.
    Next meeting: Thursday, March 27, 2025 at 4:30 p.m.

Submitted by Liz Conley, Substitute Secretary.

Victoria Fortuna 27 March 2025

Victoria Fortuna, President Date

## MOTION TO CONDUCT A CLOSED MEETING

I move that the Rappahannock County Library Board conduct a closed meeting in accordance with §2.2-3711 A of the Code of Virginia for the purpose of:

1. 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. Nothing in this subdivision, however, shall be construed to authorize a closed meeting by a local governing body or an elected school board to discuss compensation matters that affect the membership of such body or board collectively. (COV §2.2-3711 A(1)

The subject matter of the closed meeting will be:

1. Discussion of the performance of Library Director, Amanda Weakley

RECORD OF VOTE AS TO THE AFORESAID MOTION

| | MOTION BY | SECOND | ABSENT/ ABSTAIN | AYE | NAY |
|---|---|---|---|---|---|
| John Beardsley | | | Absent | | |
| Jennifer Cable | | | Absent | | |
| Liz Conley | | | | x | |
| Victoria Fortuna | x | | | | |
| Maureen Harris | | | | x | |
| Bonnie Jewell | | | | x | |
| Kit Johnston | | | | x | |
| Patti McGill Peterson | | | | x | |
| Randi Shumate | | x | | | |

## CERTIFICATE

Do each of you certify that to the best of your knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act, and only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed, or considered by the Library Board of Trustees, Personnel Committee in the closed meeting?

| | AYE | NAY | Absent/Abstain |
|---|---|---|---|
| John Beardsley | | | Absent |
| Jennifer Cable | | | Absent |
| Liz Conley | x | | |

| | | | |
|---|---|---|---|
| Victoria Fortuna | x | | |
| Maureen Harris | x | | |
| Bonnie Jewell | x | | |
| Kit Johnston | x | | |
| Patti McGill Peterson | x | | |
| Randi Shumate | x | | |

The aforesaid Motion and Certificate were adopted in open session at a public meeting of the Rappahannock County Library Board on February 27, 2025 by roll-call vote as shown above. The Certificate was adopted immediately after the closed meeting at a reconvened open meeting.

Victoria Fortuna, Library Board Chairperson