

Minutes
Rappahannock County Library
Library Board
January 23, 2020

A. Call To Order

President Janet Davis called the meeting to order at 4:32pm.

B. Confirmation of Quorum

Present: Library Board members Marcie Brandriff, Garrey Curry, Janet Davis, Victoria Fortuna, Beth Gainer, Maureen Harris, Debbie Knick, Randi Shumate, Terri Sidrow.

Library Director David Shaffer, Assistant Library Director/Youth Services and Children's Librarian Amanda Weakley.

Friends of the Library Liaison Bill Nenninger.

Absent: none

C. Election of Officers

Janet nominated Victoria for President, and Garrey seconded. The motion passed unopposed.

Victoria nominated Janet for Vice President, and Randi seconded. The motion passed unopposed.

Debbie nominated Beth for Secretary, and Terri seconded. The motion passed unopposed.

Garrey nominated Debbie for Treasurer, and Janet seconded. The motion passed unopposed.

Victoria, as the new President, then took over the rest of the meeting.

D. Approval of the Agenda

Janet moved to approve the agenda. Beth seconded, and the motion passed unopposed.

E. Minutes From The Last Meeting

Maureen moved to accept the minutes from the December 5, 2019 meeting, and Janet seconded. The motion carried unopposed.

F. Public Comment

Bill reminded everyone that the Book Barn is open Saturdays. Friends member Kim Sadowski mentioned that they are now selling puzzles along with the usual books and media.

Community members Bill and Betsy Dietel introduced themselves as library supporters. Bill thinks libraries should be “imaginative and far-reaching,” and Betsy is interested in seeing the library become a “more vibrant” community center.

G. Report of the President

Janet, as outgoing President, talked about the brochure she has been working on with other Board members. It should be ready by the next Board of Supervisors meeting, in early February. Eventually it can also be handed out to the public. It will highlight staff and the need for the expansion project, including more meeting room space, which the Supervisors could take advantage of along with other community groups. Janet will forward the brochure to the rest of the Library Board in the next few days. Maureen moved to make the presentation to the Supervisors an annual event. Terri seconded, and the motion passed unopposed.

H. Report of the Librarian

David pointed out the new projection system, which was recently installed. It was provided by the Friends with money from the Give Local Piedmont fundraiser last May. He will have instructions on its use available.

Attorney John Bennett, who had reviewed the RFP and the contract with Baker Tilly, sent a bill of \$500 but considered his time a donation. David sent a thank-you note.

Amanda said she has about a dozen kids at storytimes. She has 16 teens registered so far for the teen event tomorrow. She will have a presence at the PTO event in February and at parent-teacher conferences. Beth suggested passing out Book Bucks for kids to use at the Book Barn, and Bill and Kim agreed that would be okay.

I. Report of the Treasurer

Debbie passed out her report, which included a preliminary budget for FY2021. She noted that salaries are variable. Beth moved to double the Strategic Planning amount to \$100,000 and to reflect that change in the Transfer from Investment line. Victoria seconded, and the motion passed unopposed. Janet moved to round up the Repair and Maintenance line to \$10,000, and Beth seconded. The motion passed unopposed. Debbie will update the budget to reflect those changes. Garrey suggested having the budget formalized and adopted at the February meeting.

J. Committee Reports

1. Finance -- none

2. Personnel -- Compensation Study Update -- Victoria received the draft report from Steve at Baker Tilly, but he was waiting on the County to set the comparables in order to finalize the

report. Also, it has been difficult to fit the library staff into the County compensation scale. There was discussion on why this process has been taking so long and what the comparable counties should be. Victoria moved to have Steve use Culpeper, Warren, Fauquier, and Mathews Counties as well as the national database as comparables and to have the final report ready by the February meeting. Janet seconded, and the motion passed 6-3 with Garrey, Debbie, and Maureen voting no.

3. Building and Grounds -- Parking Lot Lights – All the lights in the parking lot and on the library porch were malfunctioning after a recent community meeting, but this issue has since been fixed.

4. Policy -- none

5. Expansion -- RFP Update -- Garrey said the committee will be meeting with the top four architects in two closed meetings next week.

K. Old Business

None.

L. New Business -- Committee Assignments

Finance -- Victoria, Maureen, Debbie (chair)
Personnel -- Victoria (chair), Beth, Randi
Building and Grounds -- Janet (chair), Randi, Debbie
Policy -- Garrey, Terri, Maureen (chair)
Expansion -- Beth, Debbie, Terri, Garrey (chair)

M. Open Discussion

Garrey reminded everyone that the Conflict of Interest statement forms are due February 3.

N. Adjournment -- Terri moved to adjourn, and Janet seconded. The motion passed unopposed, and the meeting ended at 6:15pm.

The next meeting will be February 27, 2020 at the Library.

Submitted by Marcie Brandriff, Secretary

Signed _____ Dated _____
President