

Minutes
Rappahannock County Library Board
Meeting
June 25, 2020

A. Call To Order

Victoria Fortuna called the electronic meeting to order at 4:31 pm, pursuant to the continuity of government ordinance adopted by the Board of Supervisors dated May 13, 2020.

B. Confirmation of Quorum

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

Library Board members present physically electronically: None

Staff present: Interim Library Director/Youth Services and Children's Librarian Amanda Weakley.

Public present: None

C. Approval Of The Agenda

Terri moved to approve agenda. Randi seconded and the motion passed unopposed.

D. Disposition of Minutes

Janet moved to accept the minutes from the May 28, 2020 meeting. Terri seconded and the motion passed unopposed.

E. Public Comment

No comment

F. Report of the President

No report

G. Report of the Librarian

Amanda presented the Board members with copies of her report. The report provided information regarding the Library's partial reopening plan including: a reopening date of July 6th; limited hours and services; continuation of limited curbside pickup on Tuesdays and Thursdays; suspension of some library services; mask and social distancing requirements; and limit of 10 patrons in the library at a time.

The report provided updated information on circulation, reference requests, overdrive usage, weeding progress, and wifi usage.

It was reported that the summer reading program has begun and the number of children registered are down from the previous year. Additional attempts at advertising the program will be made.

Amanda also reported that the library had received donations of \$1020.00 since June 1st, and that she had completed her FOIA training on June 5th and submitted her information to be added to the FOIA Officer List.

Cleaning and sanitizing efforts for reopening were discussed by the Board and it was determined that the staff will attempt to complete basic cleaning of the bathrooms every 2 hours. They will report back to the Board if this becomes a problem with their other duties. Additionally, Amanda will look at options for touchless hand sanitizer dispensers for patrons to use.

H. Report Of The Treasurer

Debbie presented her report for fiscal year 2019-2020 up to 6/30/2020, which shows a shortfall of \$23,780.01 in revenue vs. expenses for the year. This shortfall will be funded by the interest from the investment funds.

I. Committee Reports

- Personnel/Search Committee Report-The Search Committee (Victoria Fortuna, Randi Shumate, Terri Sidrow, Maureen Harris) met on June 8 to review the 22 applications received to date. The Committee selected the top 6 candidates and agreed that the next step would be to contact the applicants' provided references and then to conduct interviews with these candidates. The Committee will provide information about the applicants to the full Board.
Expansion Committee Report-The Committee has a preliminary contract from Enteros and will meet to discuss this document.
- Building and Grounds Committee Report-A contractor is still cutting the grass as the inmates are not allow to do so at this time.
- Finance Committee Report-No additional report.
- Policy Committee Report-No report.

J. Old Business

No old business

K. New Business

The county's current lack of paid parental leave was discussed as well as the state's new (2018) parental leave policy for state employees.

The staff's current method of recording leave time was discussed and it was noted that in previous years the Library Director did not report any liability days (unused sick/vacation) to the county for any staff members. This is at odds with the number of days the staff believed they had accumulated over the years (in accordance with the allowed holdover days). New recording and reporting methods will need to be initiated.

Terri moved that the Library Board adopt a parental leave policy in conformity with Governor's Executive Ordinance 12 from 2018. Victoria seconded. The motion failed 3 Aye (Victoria, Terri, Maureen) to 5 Nay (Janet, Garrey, Randi, Beth, Debbie).

It was noted that members of the Board and the public in general can reach out individually to the Board of Supervisors regarding the need for a paid parental leave policy for county employees.

L. Open Discussion

None

M. Adjournment

Janet moved to adjourn the meeting. Garrey seconded and the motion passed unopposed. The meeting was adjourned at 5:48 pm.

The next meeting will be July 23, 2020, 4:30 pm at the Library.

Submitted by Beth Gainer, Secretary

Signed _____ Dated _____

President