

Minutes
Rappahannock County Library Board
Meeting
February 25, 2021

A. Call To Order

Victoria Fortuna called the meeting to order at 4:30 pm in the Library's meeting room.

B. Confirmation of Quorum

Library Board members present: Maureen Harris, Garrey Curry, Victoria Fortuna, Terri Sidrow, Randi Shumte, Debbie Knick, Judy DeSarno, Patti Peterson, and Beth Gainer (4:35).

Staff present: Amanda Weakley, Library Director.

Public present: Bill Nenninger

C. Approval Of The Agenda

Maureen moved to approve the agenda. Victoria seconded and the motion passed unopposed (Beth absent).

D. Disposition of Minutes

Maureen moved to accept the minutes from the January 28, 2021 meeting. Victoria seconded and the motion passed unopposed (Beth absent).

E. Public Comment

Bill Nenninger reported that the Book Barn would be opening on a limited basis.

F. Report of the President

Victoria welcomed back Board Members Terri and Randi, who have renewed their terms. She also welcomed new Board Member Patti Peterson. Victoria noted that she and Amanda have decided to reopen the Library on March 15, if current covid trends remain steady. The current plan is to open with limited hours, but Amanda will look at the feasibility of opening the Library to pre-covid regular hours.

G. Report of the Librarian

Amanda noted the following in her report:

- A new Youth Services Librarian, Sharon Buchanan, has been hired and will start on March 1, 2021.
- Bibliostats for FY2020 were certified on February 17, 2021.

- Statistics for February (1-24) are: Overdrive-284 checkouts; WiFi-19 unique users per day (average) and 599 users for the month; reference questions-511 questions; circulation-676 checkouts; patrons-114 (curbside only); computers-8 users by appointment.

H. Report Of The Treasurer

Debbie provided copies of her FY21 report from year to 2/28/2021, along with the most recent investment report to each Board Member.

I. Committee Reports

- Personnel Committee -No report
- Expansion Committee –Victoria provided the latest version of the Enteros contract to the Board Members prior to the meeting. Comments on the contract were discussed. Garrey moved that the President be authorized to sign the Enteros contract allowing for non-substantial changes provided that the attorney approves it as to form. Judy seconded and the motion passed unopposed with Patti abstaining.
- Building and Grounds Committee –No report
- Finance Committee Report-No report.
- Policy Committee Report- No report.

J. Old Business

Records Officer Position

- Amanda discussed the Records Officer position and records retention with her Library of Virginia contacts. They informed her that this was not a position that should be held by a Board Member or that was necessary to have/make since the records are held throughout the County in different departments. Amanda will work with Beth to find out which retention schedules pertain to the Library and Library Board and confirm the Library is in compliance with those schedules.

K. New Business

Election of New Officers

- Victoria was appointed as President, Judy was appointed as Vice President, Beth was appointed as Secretary, Debbie was appointed as Treasurer.

Appointment of Committee Members

The following Members were appointed to their committees:

- Personnel Committee: Victoria (chair), Beth, Judy, and Randi.

- Expansion Committee: Judy (chair), Patti, Victoria, and Beth.
- Building and Grounds Committee: Garrey (chair), Randi, and Debbie.
- Finance Committee: Debbie (chair), Judy, Patti, and Maureen.
- Policy Committee: Maureen (chair), Terri, and Garrey.

L. Open Discussion

Victoria reported on Bill Dietel's Library support foundation, which is in the beginning stages. When asked, she noted that she was an ex officio member and had attended one meeting to date.

Victoria noted that she will work on the annual presentation to the Board of Supervisors which will be presented at a meeting in April.

M. Closed Meeting

Victoria moved that the Rappahannock County Library Board of Trustees conduct a closed meeting in accordance with §2.2-3711 A of the Code of Virginia (COV) for the purpose of: Discussion and consideration of performance, demotion, disciplining, or resignation of specific employees of any public body pursuant to COV section §2.23711 A1.

The subject of the closed meeting will be:

Discussion of the performance reviews of Library staff and possible salary adjustments.

Terri seconded and the motion passed unopposed (Garrey was not present, having left the meeting prior to this motion).

Closed Meeting

Reopen Meeting to the Public

Victoria read the following certification of the closed meeting:

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 in the closed meeting?

All Board members responded Aye.

N. Adjournment

Judy moved to adjourn the meeting. Marueen seconded and the motion passed unopposed. The meeting was adjourned at 5:47 pm.

The next meeting will be March 25, 2021, 4:30 pm at the Library.

Submitted by Beth Gainer, Secretary

Signed _____ Dated _____

President