

Minutes  
Rappahannock County Library Board  
Meeting  
March 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 Shumate, Debbie Knick, Judy DeSarno, Patti Peterson, and Beth Gainer.

Staff present: Amanda Weakley, Library Director.

Public present: None.

*C. Approval Of The Agenda*

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

*D. Disposition of Minutes*

Judy moved to accept the minutes from the February 25, 2021 meeting. Terri seconded and the motion passed unopposed.

*E. Public Comment*

*F. Report of the President*

Victoria had no additional report

*G. Report of the Librarian*

Amanda noted the following in her report:

- Library has been reopened since March 15th, patrons are starting to come in; however, some patrons prefer to remain outside and some are still using curbside pickup.
- STEAM to go packages, for various ages, have been ordered and will be available to be checked out.
- Story time to go kits will be continued.
- LVA flagged the FY2020 budget due to a decrease in local expenditures. Amanda contacted LVA and relayed information regarding reasons for the decreases.
- A reminder about the LVA Board of Trustees training videos that are available to the Board Members to help them in their positions.

- Statistics for March (1-24) are: Overdrive-272 checkouts; WiFi-23 unique users per day (average) and 709 users for the month; reference questions-386 questions; circulation-684 checkouts; patrons-235 (70 curbside only); computers-24 users.

#### *H. Report Of The Treasurer*

Debbie provided copies of her FY21 report from year to 3/31/2021, along with the most recent investment report to each Board Member.

#### *I. Committee Reports*

- Personnel Committee -No report
- Expansion Committee –Victoria reported that the contract with Enteros has been fully executed. The committee will be meeting in the near future.
- Building and Grounds Committee –Garrey noted that the inmates will be starting grounds work at the Library soon.
- Finance Committee Report-No report.
- Policy Committee Report- No report.

#### *J. Old Business*

##### Status of County's Personnel Policies

Victoria questioned whether the County had updated its personnel policies yet, and Garrey noted that it should be completed this year. After the County updates its policies, the Policy Committee will look at any changes that need to be made to the Library's personnel policies.

#### *K. New Business*

##### Review and Approval of Path Grant Application

Victoria provided a draft copy, to all Board Members, of the grant application that will be sent to Path to help pay for the community scan and survey from Enteros. Victoria will receive letters of support from Garrey (as county administrator) and Dr. Grimsley (as School Board Superintendent) to be included in the application. Patti moved that Victoria be authorized to submit an application for the grant to the Path Foundation. Terri seconded and the motion passed unopposed.

Regarding community scan and survey, it was noted that the Expansion Committee will be intricately involved with Enteros during this phase. Victoria noted that, through working with the Friends, she will help send in an additional grant application to cover the remaining cost of scan and survey in Phase 1. This application will be sent to the Northern Piedmont Community Foundation through the Friends.

Authorization to Commence Phase 1 of Expansion

Victoria moved that Judy (as Chair of the Expansion Committee) be authorized to send a letter to Enteros to commence Phase 1. Judy seconded and the motion passed unopposed (with Maureen abstaining).

Review of Library Annual Report to BOS

Victoria reported she will present the Library's Annual Report to the Board of Supervisors on April 5, 2021 at 2pm. Any additions will need to be submitted to Victoria before March 29, 2021.

*L. Open Discussion*

Terri asked if the Library had any policy regarding censorship. Amanda noted that the Library supports the ALA freedom to read position and that there is currently a Library policy in place for patrons to make a report about Library items.

*M. Adjournment*

Judy moved to adjourn the meeting. Garrey seconded and the motion passed unopposed. The meeting was adjourned at 5:46 pm.

The next meeting will be April 22, 2021, 4:30 pm at the Library.

Submitted by Beth Gainer, Secretary

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

President