

Minutes
Rappahannock County Library Board
Meeting
March 24, 2022

A. Call To Order

Victoria Fortuna called the meeting to order at 4:32 pm in the Library's meeting room.

B. Confirmation of Quorum

Library Board Members present: Victoria Fortuna, Randi Shumate, Patti Peterson, Beth Gainer, Debbie Knick, Maureen Harris, Terri Sidrow, Judy DeSarno.

Absent: Garrey Curry

Staff present: Amanda Weakley-Library Director.

Public present: Bill Nenninger.

C. Approval Of The Agenda

Patti moved to approve the agenda as amended. Judy seconded and the motion passed unopposed.

D. Disposition of Minutes

Judy moved to accept the minutes from the February 24, 2022 meeting. Randi seconded and the motion passed unopposed.

E. Public Comment

Bill noted that he is resigning as the representative of the FOL to the Library Board. His replacement will be formalized at the FOL meeting on April 7th. He expressed his appreciation for the Board and his time as representative.

The Board noted their appreciation for Bill's efforts to support the Library.

F. Report of the President

Victoria noted:

- She presented the annual report to the Board of Supervisors. During the report she highlighted the part-time position salary request located in the budget request.
- She reported that Amanda made a request for money to the FOL to cover the shortfall in the insurance claim and for Library programming.

- She will be taking some training webinars regarding governance and the public in board meetings.

G. Report of the Librarian

Amanda reported:

- The carpets and tiles will be cleaned by Stanley Steamer this weekend.
- There was a roof water leak in the children's room which was taken care of by County maintenance.
- She has talked to Sorenson video relay regarding services for deaf and hard of hearing patrons. She has received a tablet with the relay app installed that can be used in-house.
- Denise plans to retire. Her last day will be September 30, 2022.
- SAFE (Services to Abused Families, Inc.) has asked to display their teal ribbon for sexual assault awareness month and this has been approved.
- She has booked an adult/families program, *A Life of Sorrow: The Life and Times of Carter Stanley*. This is a theatrical performance which will be held on May 7th at the Library. It will be advertised online and in print.
- She will be attending: a FOL meeting on April 7th, a VPLDA meeting on April 7th-8th in Staunton, and a LVA New Directors meeting on April 21st.
- Most statistics are up, including: patron numbers, story time attendance, Library computer users, and wi-fi sessions.
- There are now 98 children registered for the Imagination Library Program.

Patti asked if the Library's newspaper articles could sometimes include a Library article written by a patron. Amanda noted that this has been suggested by others and she will look into the possibility.

H. Report Of The Treasurer

Debbie provided copies of her FY22 report from year to 3/31/2022, along with the most recent investment report to each Board Member. She noted that the PATH Grant the Library received has not yet been allocated to a line item.

Victoria moved that we approve the supplemental appropriation of the PATH Grant to children's programs line item. Judy seconded and the motion passed unopposed

I. Committee Reports

- Personnel Committee-No report
- Expansion Committee-Judy noted that the Board may have information regarding Washington's boundary line adjustment by the May meeting. Beth asked if anyone had looked at the property around the visitors center as a possible building location. Victoria noted that a good portion of this land is taken up with septic systems and that it was thought not to be big enough for the Library the Board is hoping to build.

- Building and Grounds Committee-No report.
- Finance Committee Report-No report.
- Policy Committee Report-Maurren noted that at the February 24, 2022 meeting of the Library Board, the request by Amanda Weakley to hire a part-time employee was approved. In conjunction with this, Amanda brought to the attention of the Policy Committee that the text of one section of the Library Board's Personnel Manual needed to be revised so that it would be consistent with Rappahannock County government policy regarding employee benefits for part-time employees. This is Section III.2.a. After some discussion,
 - Maureen moved that the text in Section III.2.a be revised to "A permanent part-time hourly employee is one who works throughout the year on an hourly basis as needed by the Library. In accordance with the policy of the Rappahannock County government, a permanent part-time hourly employee receives no employee benefits." Judy seconded and the motion passed unopposed.

She also noted that Amanda Weakley had drafted a Rappahannock County Library Volunteer Application that any potential Library volunteer would fill out and which contained a liability waiver. This application had been reviewed and modified by the Policy Committee and by Victoria. It was also reviewed by Zach Packard in the office of our attorney, Sharon Pandak, and by Chris Ballard, Risk Control Manager of VACorp; neither had any issues with the application. Judy moved that the Volunteer Application be approved. Victoria seconded and the motion passed unopposed.

J. Old Business

2022-2023 Budget

Debbie provided the Board with copies of the budget worksheet and advised that any adjustments made by the County Administrator were noted in the far right column. Changes were made in the salaries and staff and health insurance items. Debbie noted that she submitted the approved budget worksheet, with County Administrator changes, and that this was presented to the Board of Supervisors.

K. New Business-

New business was covered in the policy committee report.

L. Open Discussion-

Bill noted that the SCC documentation for the FOL has been corrected.

Amanda stated that she will start advertising for the part-time position.

M. Adjournment

Terri moved to adjourn the meeting. Victoria seconded and the motion passed unopposed. The meeting was adjourned at 5:40 pm.

The next meeting will be April 28, 2022, 4:30 pm at the Library.

Submitted by Beth Gainer, Secretary

Signed _____ Dated _____

President