

Minutes of the  
Rappahannock County Library Board of Trustees'  
Meeting on February 23, 2023

1. *Call to Order*

Victoria Fortuna called the meeting to order at 4:35 p.m.

2. *Confirmation of Quorum*

Library Board Members Present: Victoria Fortuna, Judy DeSarno, Kit Johnston, Maureen Harris, Randi Shumate, Debbie Knick, Bonnie Jewell, John Beardsley.

Absent: Patti Peterson

Staff present: Amanda Weakley, Library Director.

Members of the Public present: Ruth Welch

3. *Approval of the Agenda*

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

4. *Disposition of the Minutes*

Judy moved to approve minutes from the January 26, 2023 meeting. Randi seconded and the motion passed unopposed.

5. *Public Comment*

Ruth reported that several new members would be joining the Friends of the Library, including the director of Rapp at Home, which she thought would lead to improved collaboration. She also said FOL had been successful in receiving grants for projects, such as the forthcoming seed swap event.

6. *Report of the President*

Victoria reported that she would be presenting the annual activity report to the Board of Supervisors on March 6 and asked board member to submit to her any items we want

reported. She circulated a letter of appreciation she sent to former board member Beth Gainer, and reported that Amanda had received her annual performance review. Board members agreed that Amanda's performance exceeded all expectations.

Victoria also noted that several opportunities were coming up for staff and board training, such as a training session on capital campaigns, and she encouraged any or all to participate. Several board members expressed the hope that there might be more public participation in board meetings, which led to a discussion of where and how to announce the meetings. Judy offered to follow up.

### *7. Report of the Librarian*

Amanda reported on displays for Valentines Day and Black History month, and various training opportunities and meetings, both past and forthcoming. She said that the Adults/Seniors Paint Class on February 21 was a success, with about ten participants.

Forthcoming events include:

**The Goodlife Theater-Joe Pipik's Backpack Puppets present Grandpa's Farm Show-** March 22, 2023 at 10:30am

**Seed Swap** with Garden Club and FOL- March 25, 2023 at 11:00am

**Dolly Parton's Imagination Library Event with Headwaters at CCLC-** April 1, 2023 at 11:00am

**Tea Party and Floral Arranging** with Garden Club and FOL, May 1, 2023 at 11:30am

She also reported that patron visits and program attendance were up, electronic downloads and circulation continued to rise, Wi-fi usage was up, and that the Privacy Pod was in high demand over the past month.

### *8. Report of the Treasurer*

Debbie provided copies of her report dated February 23, 2023.

### *9. Committee Reports*

Personnel: Victoria was selected as chair. Bonnie reported that new personnel policies would be forthcoming from the county later in the spring.

Expansion: Judy briefed members on a conversation that she, Amanda, and John had with Gil Entzminger of Enteros, the architects of the proposed expansion, to express continuing reservations about the concept design, especially the complex roof lines and the fortress-like retaining wall that might be required. Gil reassured the group that these issues could be resolved in the schematic design phase. Judy presented Gil with Garry's sketch for an addition to the west/left side instead of to the front; Gil expressed serious reservations about this idea because it would provide only a small amount of additional space; it would require restrooms on both floors as well as an elevator, and it would require extensive regrading behind the building to divert stormwater around the addition.

Judy then asked him to submit a revised proposal for schematic design, which she received from him just before the board meeting. Since neither she nor the other members of the committee had time to review it or compare it to the proposal for schematic design services in the original contract, the members of the expansion committee agreed that they would meet as soon as possible for this purpose and report back to the board at the next meeting. Judy proposed that John be the chair of the expansion committee for this phase of the project; he agreed and no objections were recorded.

Buildings and Grounds: Bonnie Jewell was selected as chair

Finance: Debbie Knick will serve as chair

Policy: Maureen Harris was selected as chair

#### 10. *Old Business*

None.

#### 12. *New Business*

The board discussed goals for 2023:

Renovation and Expansion Project: (1) finalize project design by September 2023, (2) create a fundraising plan and begin to identify potential funding sources by December 2023

Policy: (1) review County's personnel policies and determine whether Library can adopt these or modify and adopt County's policies for Library function by December 2023; (2) review and update Library policy, as appropriate by year end

Publicity: work with the Library Director to find opportunities for increased visibility of Library functions, meetings, programs and the Expansion and Renovation Project.

#### L. *Adjournment*

Judy moved that the meeting be adjourned, Kit seconded and the motion passed unopposed. The meeting was adjourned at 5:45 p.m.

The next meeting will be held on Thursday, March 23, 2023 at 4:30 p.m.

Submitted by John Beardsley, Secretary

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

President