

Rockbridge Regional Library System
Board of Trustees Meeting – August 18, 2020

Virtual Meeting Statement:

Good morning, everyone. I am Julie Goyette, Director of Rockbridge Regional Library System.

Due to the COVID-19 pandemic, the Rockbridge Regional Library Board of Trustees is taking actions to minimize attendance at public meetings. In accordance with the Virginia Code Sec. 15.2-1413 allowing any meeting which requires the presence of members of a Public Entity such as the Board of Trustees may be held through real time electronic means without a quorum physically present in one location.

A notice of this meeting was posted to the calendar on the library website and on social media. This meeting is accessible by phone using GoToMeeting.

We ask that speakers identify themselves when speaking.

All members of the Board of Trustees who arrive or leave the meeting must verbally note their attendance.

Are there any questions from the Board of Trustees about the process for holding this meeting?

There were no questions asked by the Board.

Attending the meeting:

Library Director Julie Goyette
Chair Bruce McWilliams
Treasurer Carl Behrens
Deputy Treasurer Tom Lominac
Secretary Beverly Slaydon
Board member Alexandra Brown
Board member Gail Heslep
Board member Doug Horan
Board member McKinley Williams
Board member Jessica Whipple
Board member Brandea Reed

Not attending the meeting:

Parliamentarian Joe Cailles
Board member Thomas Bell
Board member Tom Goodale

A quorum of the board does exist.

Mr. Chair please proceed.

The minutes of the July 21, 2020 minutes were approved after correcting the first paragraph under Director's performance review updated to: Mr. Horan spoke on this subject as he has lead the review

several times in the past. Performance feedback will be sought from Board members, staff, governing localities and some community members. There will be a face-to-face discussion with Mrs. Goyette to go over her evaluations. This is a tool to help determine how the Board can best support Director Performance.

Mission Moment

Christie Gearheart, Circulation System Manager spoke to the Board about serving patrons during COVID-19.

The following procedures are being followed at the Circulation Desk

- Curbside still being offered
- Staff assigned to a work station
- Wiping down counter and work stations
- Items returned are being quarantined
- Masks being offered to patrons that come in without one
- Laser pointer used when working with patron on computers
- Meeting rooms are closed for use by the public
- Marks on the floor where patrons are to stand when at the circulation desk
- Posted signs about wearing masks and social distancing
- Staff wearing masks
- Hand sanitizer offered
- One chair per table
- Computers spaced apart
- All soft items and furniture moved out of public areas
- Sneeze guards at the Circulation Desk

Questions regarding board packet

Mrs. Goyette asked for any questions or comments about the board packet for this meeting. There were none.

Mrs. Goyette reported that Carol Elizabeth Jones, Youth Services System Manager, is exploring getting tents and workstations outside of the library for children to be able to work on school assignments or a place to read. We have a great space for these stations in front of the library. School will be starting soon. Branches with the space are also looking for solutions for outside stations.

Discussion & Review

The Board agreed to move the September meeting to September 22, 2020 to accommodate the Audit this year. Mrs. Goyette explained to new members the independent audit takes place every year in September. It is conducted by Robinson, Farmer, Cox Associates and is a requirement by the State of Virginia.

Continuing online board meetings was discussed and the Board agreed to meet in September online but in October, the Board will try to find a venue where we could meet in person. Mr. McWilliams and Mrs. Goyette will look into a meeting venue.

Updated policies were discussed by Mr. Horan, Chairman of the Policies Committee. Three policies, Vacation, Holiday, and Sick, have been updated.

Action Items

Mr. McWilliams presented the Slate of Officers for approval:

- Bruce McWilliams – Chair
- Alexandra Brown – Vice Chair
- Carl Behrens – Treasurer
- Tom Lominac – Deputy Treasurer
- Joe Cailles - Parliamentarian

Mr. Horan made a motion to approve the Slate of Officers as presented. Mr. Behrens seconded the motion. The Board voted unanimously to approve the motion.

Mr. Behrens made a motion to approve the Vacation, Holiday, and Sick, Policies presented by the Policy Committee with updates. No second was needed as they were presented by the Policy Committee to the Board. The Board voted unanimously to approve the motion.

Comments from the Board

Mr. McWilliams thanked Ms. Brown for agreeing to serve as Vice Chairman of the Board. He also felt that the Rockbridge Regional Library System was functioning as a model to other libraries by doing the right things during these difficult times.

Mr. Horan thanked Mr. Behrens for doing such a great job as Treasurer and sharing ideas with the Foundation Board as well.

Mr. Behrens asked about the air handling systems in the library buildings. Mrs. Goyette did not think we have filters in the buildings but would look into this and report to the Board.

Public Comments

No public attended.

Next Meeting: September 22, 2020, 10 AM

Meeting adjourned at 10:45 AM.

Respectfully submitted,

Beverly Slaydon
Recording Secretary