

The Board of Trustees met at Rockbridge Regional Library in Lexington on June 29, 2023 at 4:15 PM.

Members present included Alexandra Brown, Jessica Whipple, Gail Heslep, Tom Goodale, Bob Kramer, Thomas Bell, McKinley Williams, Tim Eldredge, and Margaret Kirkby. Bruce McWilliams attended representing the Foundation Board. Staff members present were Julie Goyette, Library Director, and Katie Ramsey, recorded meeting minutes.

Ms. Brown, Chair, called the meeting to order at 4:05 PM.

### **April meeting minutes**

Ms. Kirkby had a question about naming the Board Room the Slaydon Room. Ms. Goyette explained that Beverly Slaydon would have to agree to the name, but there was no official name change at this time.

Ms. Kirby stated that in the slate of officers for 2024 Lyle “Bret” Kampf should be referred to in the same manner across every medium.

Alexandra Brown stated that in the section regarding the new bookmobile, the word “with” needed to be changed to “will.”

Alexandra Brown made a motion to approve the minutes with changes and Gail Heslep seconded.

### **Mission Moment**

Mrs. Goyette introduced Debi Ratliff, Adult Services System Manager. Ms. Ratliff presented information on collection development and ordering of materials.

- Reads reviews of upcoming titles
  - NYT best sellers; NPR; Kirkus reviews; Ingram reviews; Publishers Weekly; BookPage; Booklist; Wilson’s Core Collection
- Purchase suggestions from patrons
- Interlibrary loans
- Create book order for branch managers to choose from
- Run reports to see what patrons are reading currently
- What’s being talked about locally and globally
- Check WLU and VMI for local history and academic research.

### **Resolution for Tom Lominac**

Ms. Brown noted that the June 29, 2023 was Tom Lominac’s last meeting as a board member. Mr. Lominac represented the City of Buena Vista and served as Deputy Treasurer for the board of trustees.

Ms. Goyette spoke about Mr. Lominac and his eight years as a member of the board. Ms. Brown read a resolution for Mr. Lominac. Mrs. Goyette and Ms. Brown will visit Mr. Lominac and present him with the resolution and a gift for his service.

### **Public Comment**

No public attended.

### **Foundation Board Update**

Bruce McWilliams discussed Foundation Board business. The Board has an upcoming meeting about fall fundraising. Mr. McWilliams also mentioned they are recruiting some new members.

### **Questions regarding board packet**

Ms. Brown asked if there were any questions from the board packet for this meeting.

Mr. Bell asked if there was a reason given by the Buena Vista for the cut to the library budget. Ms. Goyette explained that they did not give a reason.

Mr. Goodale stated that the library deserves an explanation as to why the library system was cut. Ms. Goyette explained how the cut to our budget affects our state aid amount from the Library of Virginia.

Mr. Williams suggested sending a letter to the city stating how this affects state aid to the library, as well as asking for an explanation for the cut. Mr. McWilliams suggested having a board member representing the city of Buena Vista sign the letter. Mrs. Whipple agreed to do so. Mr. Kramer also mentioned that the letter should state we need an explanation for our audit and an explanation to the Library of Virginia.

## **Discussion**

### *New slate of officers*

Jessie Whipple – Chair

Lyle "Bret" Kampf – Vice Chair

McKinley Williams - Treasurer

Bob Kramer – Deputy Treasurer

Alexandra Brown – Past Chair

Margaret Kirkby – Parliamentarian

Ms. Goyette gave an explanation of the executive committee's role.

Ms. Brown asked for a motion to approve the 2024 slate of officers. Mr. Goodale moved and Mr. Eldredge seconded.

### *Operating Budget 2024*

Ms. Goyette discussed the expected state aid Rockbridge should get, about \$40,000 more than anticipated in the fall.

Ms. Brown asked about staff raises in the budget. Ms. Goyette explained that a 5% raise for staff was included in the 2024 budget. Cuts were made in every area that could be cut.

Ms. Brown asked for a motion to approve the 2024 operating budget. Mr. Kramer moved and Mr. Williams seconded.

### *Policy Meeting*

Ms. Goyette discussed the policies:

- Evaluation of Director
- Holiday Policy

Ms. Goyette explained that Easter Sunday was not included in the Holiday policy because the library system is closed on all Sundays. She also discussed the addition of Veteran's Day as a holiday due to patrons who are veterans being upset about library being open. Ms. Goyette also mentioned that library staff are only paid if they are scheduled to work on the holiday.

Ms. Brown had a question about substitutes not being paid for holidays. Ms. Goyette explained that substitutes are not paid holiday pay because it is not a regular scheduled day to work.

Ms. Brown asked for a motion to approve the Evaluation of the Library Director Policy. Mr. Eldredge moved and Mr. Bell seconded. All trustees voted to approve.

Ms. Brown asked for a motion to approve the Holiday Policy. Ms. Heslep moved and Mr. Goodale seconded. All trustees voted to approve.

### *Static Meetings*

Ms. Goyette discussed having regular meetings throughout the year at our branch locations. Meetings will be listed on the website, as well as agendas and minutes.

Ms. Kirkby questioned the purpose of alternate branch location meetings. Ms. Goyette stated that such meetings would allow board members to see all locations. Branch locations also allow patrons in each community to more easily access board meetings.

Ms. Kirkby noted that it would be nice to have a tour for board members.

*New board member for Buena Vista*

Ms. Goyette stated that two people from Buena Vista had applied to be on the board.

Mr. Kramer suggested that the library should present quarterly or annually reports to the city and county boards to show them what the library does and what it has to offer the community.

Ms. Brown motion for the board to convene in closed session for discussion as permitted by Code of Virginia 2.2-3711(A)(1) for the purpose of evaluating the performance of the library director.

Mr. Kramer seconded. All trustees were affirmative.

Time into closed session: 4:43 PM

Ms. Brown motioned to move into open session. All trustees were affirmative.

Time back into Open Session: 5:20 PM

Ms. Brown moved that the Board certify that, in the closed meeting just concluded, to the best of each member's knowledge, nothing was heard, discussed or considered except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to do so discussed as exempt from open meeting requirements under the provisions of the Virginia Freedom of information Act cited in that motion.

All trustees were affirmative.

Role Call vote: Thomas Bell, Tim E, Bob Kramer, Margaret K, Tom Goodale, McKinley William, Gail Heslep, Alexandra Brown, and Jessi Whipple.

Gail Heslep moved to adjourn the board meeting. Tim Eldredge seconded. All were affirmative.

Meeting adjourned 5:20 PM.