



**Board of Trustees Meeting  
Goshen Fire Department  
9696 Maury River Road, Goshen  
October 24, 2024 4:15 PM**

The Board of Trustees met at the Goshen Fire Department on October 24, 2024 at 4:15 PM.

Members present included Alexandra Brown, Harper Donahoe, Mary Jo Brinkley, Sharyn Billings, Sherri Wheeler, Jessica Whipple, Melanie Forde, Tim Eldredge, Bob Kramer, Thomas Bell, McKinley Williams, and Bret Kampf. Staff members present were Julie Goyette, Library Director, and Janice Burguières, Office Manager.

Bret Kampf, Chair, called the meeting to order at 4:15 PM.

Tim Eldredge made a motion to approve the agenda with the addition of a Human Resources position to the discussion items. Bob Kramer seconded the motion. The motion passed unanimously.

Harper Donahoe made a motion to approve the minutes from the September 19, 2024 Board meeting. Bob Kramer seconded the motion. The motion passed unanimously.

Bret welcomed the newest board member representing Rockbridge County, Sharyn Billings.

**Mission Moment**

Ruth Tolson, Goshen Branch Manager, thanked the trustees for their annual visit to Goshen and the fire department for allowing us to use their space. Ruth shared that the VPAS café would begin meeting at the Goshen Town Hall and Community Building. She also talked about current programs at the library and events that are in the planning stage, including the annual Head to Toe holiday tree.

**eCIO Report**

Rob Roquitte, eCIO CFA and CEO, joined the board meeting via Zoom to provide an update on the of library investments.

**Public Comment**

Board members read comments from the public comment cards. Public comment cards are at each location and on the bookmobile.

**Questions regarding board packet**

Bret Kampf asked about the progress of the computer upgrade. Julie replied that the new computers will be installed following a pilot program in Lexington on October 28<sup>th</sup>. Following the pilot program, techs will finish upgrading Lexington and outreach computers. The branch computers will be upgraded at the branches later.

## **Discussion**

### *Officer vacancies*

The board was informed that Harper Donahoe has agreed to accept the Vice Chair position and Mary Jo Brinkley, upon board approval, will serve as the Parliamentarian.

### *FY 2025 Budget update*

Julie gave an update on the budget. Thomas Bell asked if the board can see a side by side comparison of the approved budget and the updated version. Julie stated that she would provide that information at the November meeting so that the board can make a decision about approving the amended budget.

### *Policies for review*

There were no questions regarding the policies that will be voted on during the action items.

### *Board Retreat Topics*

Bret informed the board that the Board Retreat committee will be meeting on November 7<sup>th</sup>. Julie informed the board that some topics that have been suggested are information on the budget calendar, book selections, and a board calendar. Bret asked if there were any preferences on a time of year. Sherri Wheeler suggested after the holidays. Mary Jo Brinkley asked that there be a speaker regarding book banning and how to respond to questions by the public.

### *Human Resources position*

Bret Kampf raised the question of whether or not the library had a need for a Human Resources position. Julie informed the Board that the library employs 50 employees. This include part-time employees and substitute. Bret Kampf asked if any of the localities offer this service. Julie informed the board that, historically, the library board has preferred that Human Resources services not be handled by the localities in order to maintain independence. Julie stated that she has spoken to the bookkeeper, Kelly Mangione, about her interest in performing some of these responsibilities. Thomas Bell asked about Kelly's qualifications. Julie informed the board that Kelly would need to get certified. Bret Kampf made a motion to create a Human Resources position/department. Sharyn Billings seconded the motion. Upon further discussion, Thomas Bell stated he would wait until Kelly looks into what would be required for this position. Mary Jo Brinkley made a motion and Tim Eldredge seconded the motion to table the vote for creating the HR position. The motion passed unanimously.

## **Action Items**

Thomas Bell made a motion and Sherri Wheeler seconded the motion to approve Harper Donahoe for Vice Chair of the Board. Melanie Forde made a motion and Harper Donahoe seconded the motion to approve Mary Jo Brinkley as Parliamentarian. The motion passed unanimously.

The board chose to wait until the next meeting to take action on the budget.

Harper Donahoe made a motion and Tim Eldredge seconded the motion to approve the Compensation policy. The motion passed unanimously. Sharyn Billings made a motion and Melanie Forde seconded the motion to approve the Library Code of Conduct policy. The

motion passed unanimously. Melanie Forde made a motion and Bob Kramer seconded the motion to approve the Unscheduled Closings policy. The motion passed unanimously.

### **Adjournment**

Sharyn Billings made a motion to adjourn. Thomas Bell seconded the motion. The motion passed unanimously.

The next meeting will be held on November 21, 2024 at 4:15 PM at the Lexington Library. The meeting was adjourned at 4:35 PM.

Respectfully submitted,

Janice Burguieres  
Recording Secretary