

**Board of Trustees Meeting
May 28, 2026 4:15 PM**

Fairfield Presbyterian Church
5508 N Lee Hwy, Fairfield, VA 24435

Present: Harper Donahoe, Bob Kramer, Mary Jo Brinkley, Sherri Wheeler, Pete Pitard, McKinley Williams, Alexandra Brown, Terry Ammons, Sharyn Billings, Ann Adams, Steve Webb, Julie Goyette, and Katie Ramsey.

Absent: Leece Bachman

Call to Order, Approval of agenda

Harper Donahoe, Chair, called the meeting to order.

Terry made a motion to approve the agenda. Pete seconded the motion. The motion passed unanimously.

Approval of Minutes – April 23, 2026

Steve made a motion to approve the April 23, 2026 minutes. Sherri seconded the motion. The motion passed unanimously.

Public Comment

Board members asked for any participants. There were none this month.

Foundation Update

Tom Camden, Foundation President, shared that the library's eCIO portfolio is doing well despite the ups and downs of the market. He also reported that the allocation of \$111,273 for the library is more this year than last year.

Bath Friends of the Library Update

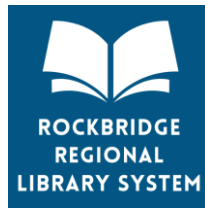
Pete, President of the Bath Friends of the Library, reported that the Friends group met last Thursday, May 21, 2026. They are having trouble finding someone local to complete the work on the service desk. Terry is going to do work on the desk in the meantime. Pete stated that they are going to check with a business in Monterey to complete the work on the desk.

The Bath Friends have changed their meeting time to the third Tuesday at 5 PM.

The Bath Friends are going to host a yard sale in combination with Bath County Fair this year to raise funds for the library. Ann added that the group discussed items that they will make available at the sale.

Ann and Pete reported updates from Bath County. Ann worked on getting a new trashcan for outside that locks. In partnership with the county, the library can keep in touch with Public Works to schedule extra trash pickup as needed. Terry added a facilities survey will be done to get the county to help with upkeep and maintenance of the building. They will use the survey to identify the most severe issues and start working on those first.

Ann stated that the Friends have authorized the purchase a diaper genie for the library bathrooms to go with the new changing stations.



The Bath Friends have been working with Janet Bryan, Assistant County Administrator. She has the institutional knowledge and is able to help facilitate updates for the library. County Administrator, Mike Bender, is leaving his position with Bath County.

Pete gave the board an update on Axel, the Axolotl. She is getting bigger and she is most active at night. A live view camera has been set up to watch her.

Questions regarding board packet

Julie Goyette, Director, asked for questions about the board packet.

Discussion and announcements

- Lawsuit update and FOIA request

Julie gave an update on the lawsuit and a FOIA request the library received. Our attorneys at Newton & Sullivan are handling the lawsuit and FOIA request at this time. Julie consulted with the lawyers

- Board Secretary leaving

Julie let the board know that the Board Secretary, Lisa Packer, is leaving. She and her family are moving to Wyoming. Her husband has been offered a great position and they have family there. Her last day at work is Friday, June 5th. Following her departure, staff will share her duties.

- Internet connection vandalized

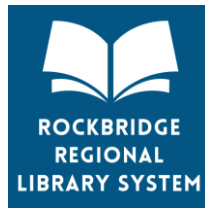
Julie reported recent vandalism at the Lexington branch. The internet connection box and wires were damaged. RANA came to look at the issue and discovered the wires were ripped from the box and box itself was askew still hanging from the brick wall facing the parking lot and behind bushes. The RANA techs shared pictures of the damage with the library. Julie is grateful for their quick response and restoring the internet connection. The incident was reported to the Lexington City Police Department.

- Proposal for Fairfield Library

Julie presented a proposal for opening a library in Fairfield in partnership with Fairfield Presbyterian Church. The library would like to move forward with the library branch and gather usage data over the next year. She asked for feedback from the board based on the proposal.

Terry asked if it was possible to see a longer presentation of cost over time beyond one year. Harper suggested having a five year cost prediction.

Terry also stated that the mileage between current branches argument may not be strong on its own. He would like to see a visual representation of the area, as well as see more from support for the Fairfield residents in the proposal. Julie agreed that the proposal can be fine-tuned to show a visual representation. Bob added that he has heard from a number of people about their excitement to have a branch in Fairfield. Sharyn also added that the population in Fairfield has grown in recent years. Julie stated that Fairfield and the northern part of Rockbridge County is the fastest growing area of Rockbridge County right now.



Ann commented that the proposal mentions an older survey, and asked if there can be an updated survey. Julie replied that the Fairfield branch can be started, and patrons can be surveyed as they use the library.

Steve commented that the library will need to see if the community will support a branch in Fairfield. Julie agreed that residents of Fairfield will need to support the branch, as well as attend their Board of Supervisors meeting to share their experiences.

Sherri asked about staffing the Fairfield Library, as the Buena Vista Children's Library requires two staff members at all times. Julie will have to check with the church to see if there is a similar requirement.

Harper inquired about a start date for this branch. Julie stated that we would like to start in FY 2027 and begin collecting data that can be shared with the board of trustees and local governments for the FY 2028 budget.

McKinley made a motion to initiate the start of the library with the funds needed. Sharyn seconded. The motion was passed unanimously.

- Upcoming costs
 - Server for the library

Terry asked about the high cost of the new server the library needs to purchase and what issues were prompting the replacement of the current server. Julie responded that our tech company found the best server that would support our needs at the lowest cost. She also presented a document that explains what the server does for the library system and why we need the update now. The current server is at least 12 years old and will soon lose functionality. Terry asked about the possibility of using a cloud server. Julie responded that a cloud server would require a monthly fee of \$1,500 and cost more over time than paying for a new server outright.

Ann asked about backups and Julie said we rely on Orion, our IT Company, for backups.

Sharyn made a motion to move forward with purchasing the new server. McKinley seconded. The motion was passed unanimously.

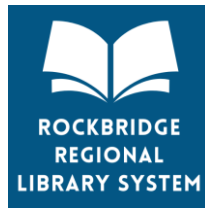
- Kitchen update

Julie shared that the staff kitchen in Lexington hasn't been updated in at least 40 years and there are many issues. The cabinets are peeling and falling apart, the sink is very small and hard to wash dishes in, and the electricity needs to be updated. Julie shared the estimate for remodel from Rockbridge Flooring Professionals (RFP). Steve asked if other construction companies had been contacted for an estimate. Julie started with RFP because we have worked with James in previous situations like the floods and he has been very good to us offering to use materials that he already had to save money. Harper suggested getting a couple more estimates and revisit the remodel proposal in June.

- Board committees 26-27

Julie presented a list of board committees for FY27.

Julie let the board know that Sharyn and Leece are stepping down from the board for FY27. Two people have applied for the vacancies.



- Slate of officers
 - Chair – Harper Donahoe
 - Vice Chair – Bob Kramer
 - Treasurer – McKinley Williams
 - Deputy Treasurer – Steve Webb
 - Parliamentarian – Mary Jo Brinkley

Sherri made a motion to approve the slate of officers. Ann seconded. The motion was passed unanimously.

McKinley made a motion to adjourn the meeting. Sharyn seconded. The motion was passed unanimously.

Adjournment 4:57 pm Next meeting: Thursday, June 25, 2026 in Lexington