

Board of Trustees Meeting
June 25, 2026 4:15 PM

Board Room, 138 S Main Street
Lexington, VA 24450

Though the board of trustees met, there was no quorum.

Present: Harper Donahoe, Bob Kramer, Mary Jo Brinkley, Pete Pitard, Terry Ammons, Steve Webb, Julie Goyette, and Christie Gearheart, Acting Secretary

Absent: Leece Bachman, McKinley Williams, Sherri Wheeler, Alexandra Brown, Sharyn Billings, Ann Adams

Drusilla Milford visited.

Call to Order

Harper Donahoe, Chair, called the meeting to order at 4:15 PM.

Harper introduced Drusie Milford who will represent Rockbridge County on the board starting in July. Mrs. Milford was a librarian at Mountain View Elementary for twenty-five years. Harper met Drusie through his wife, Kathy, at a lacrosse game.

Public Comment

- Members of the public are invited to address the Board of Trustees with brief comments. No members from the public present.
- Trustees read comment cards

Harper read an email from Phil O'Mara. Mr. O'Mara donated many books for the library book sale and he made a description and critique of each donation. He moved to Ohio. He explained how fortunate he was to have a wonderful library in Lexington.

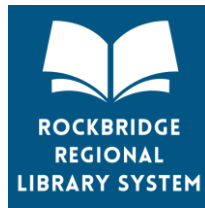
Bob read a comment from Tricia Jarvis on the bookmobile. She thinks Kathleen Brookman, Outreach Manager, is the best. Her grandson looks forward to activities and books on the bookmobile. Kat works hard to find books of interest and has a bubbly personality. Pete agreed that Kathleen is a great person after witnessing her in action on bookmobile.

Pete read from a card holder who did not leave a name. Rockbridge Regional Library is a gem. Thank you for your service.

Terry read a comment from Sara with no last name. She said she loves the bookmobile and Kathleen. She never would have pulled off a summer reading program without her.

Mary Jo read a comment from Lucy Prince. Thank you for including books and media for non-Christian holidays. Please consider displaying these materials at times that line up with actual holiday. Passover books are displayed when not in season at the BV adult and children's libraries.

Julie responded saying it may be a new book or sometimes patrons will put books on the display shelves.



Bath Friends of the Library Update

Pete Pitard, President of Friends of Bath Library, said new officers would be elected at the meeting on July 21. There has been a discussion for a Bath County Fair exhibit. The friends hope to have a yard sale during the fair to raise funds. Harper will donate tools including a table saw. Pete is donating books, and household items. They hope to get a good location at fair where they can spread out with two tables. They also need a banner to hang for the sale.

Terry talked about Bath desk. He said he spoke with Rachael about the transition during which he plans to take two parts at a time to work on. The staff can use tables temporarily. He will focus on the boxes in July and countertops in August. He is trying to work with local folks on the project.

Questions regarding board packet

Julie asked is there anything the trustees would like to see in the future. The new fiscal year starts on July 1. Reports can be added, removed, or changed.

Discussion and announcements

- **Policies**
 - **Code of Conduct**
 - There was discussion among the trustees regarding posting policies, pets in the library, and patrons taking up space with belongings. Terry felt these were matters for managers discretion. Further discussion about how patrons know where the policies are if they are not posted. Julie replied that policies are available on the website and staff are able to print them as needed.
 - Terry mentioned a specific problem with pet dogs coming into the Bath Library. Mary Jo mentioned that Buena Vista had problem with a dog being brought into the library. The branch manager spoke to patron about it and no one questioned it or asked for policy.
 - There needs to be a comma after vaping under prohibited behaviors.
 - **Risk management**
 - Julie recommended to update the logo.
 - Before he retired, we had an OSHA certified employee who has offered to continue to do our safety reviews.
 - Terry agreed that using the former employee as long as he is willing to help is the best option for now.
 - **Progressive Discipline**
 - Julie recommended that under step 3 next level manager, we change HR to director.
 - Steve recommended that under step 1 2nd paragraph, changing employee **may be** asked to sign document to **shall** or **will be**.
 - Terry asked what signing of the document accomplishes. Harper explained that it signifies that the employees saw it.

Harper wants to vote on cancelling August meeting because he won't be here and Bob is not available. Trustees will vote on this at the July meeting in Lexington.

Julie said the audit usually takes place in August so missing the August meeting would actually be helpful. The board is only required to meet six times per year.

Adjournment: 4:46 PM Next meeting: July 23, 2026 in Lexington