

James L. Hamner Public Library
Board of Trustees Meeting
July 18, 2023

The meeting was called to order at 6:06 by president Jennifer Harris. Members present were Kat Spears, Ruth Ashton, Beatrice Head, Jennifer Harris, Tom Hayghe, Carol Hix, Virginia Whitaker, Karen Freas, and Gail Geraghty. Also in attendance were Friends members Louisa Fink and Linda Whittington.

Carol moved to approve the minutes of the last meeting, and Ruth seconded the motion. Motion carried.

Public Comments - None.

Friends' Report - Friends' president Louisa Fink shared that the Friends will be sending future monthly newsletters to all board members, beginning in August. Louisa thanked Kat for the bookmarks she provided. The Friends have been on a summer hiatus, but are planning a book exchange at the library on September 9. Tuesday. September 12 is the next Friends meeting.

Officers' Reports - None.

Committees Reports - None.

Library Director's Report - Kat shared a flier that Baylee made for the upcoming Movie Night on the Lawn, to be held on Friday, August 11 on the lawn behind the library. Volunteers are needed for greeters, concessions, etc. and proceeds will go to the Friends. The library can now accept credit card payments with more flexibility. There is no rain date.

Kat said that after searching for a better public computer management provider, we will be switching from Comprise to Cybrarian. Also, she has secured bids for alternative IT support. E-N Computers has been recommended by colleagues, and their service is offered at about \$120/month less than we are paying now.

Fall programming includes adult painting classes and a class on securing family treasures. Also, storytime is being restored to Saturday mornings at 10, beginning in September.

Kat said that she is reinstating the volunteer program for volunteers age 12 and up. Two volunteers have started this week, and will provide help with collections, events, etc. She asked Board members to also begin recording volunteer hours, including time spent at meetings.

To improve the use of library space, Kat has been in touch with Liberty Systems, a space planner specializing in libraries from Baltimore. They will provide suggestions of ways we can reuse or redefine our interior spaces, at no cost. She will share the ideas at our next meeting.

A new worker from Virginia Career Works has been working five days a week for the past two months and will be with the library for another two months.

Kat said that she and staff will start the strategic planning process, planning a staff development day on October 5 when the library will be closed. They will be looking at the strategic plan in a more visionary way, with the help of a facilitator from the Library of Virginia.

Kat said that in the past our state funding has been used almost exclusively to purchase library materials, but we don't really need to use that money to buy more ebooks, as we're part of a larger library system with access to so many ebooks already. She would like to use some state funding instead for staff development, furnishings, and public programs. Kat proposed also to offer a \$3,000 fellowship for a staff member who is completing her library training, with a commitment of continuing on for two more years past her graduation date. A document for this fellowship would be set up by the Library of Virginia. Jennifer said she'd like for us to vote on this proposal tonight and asked for further questions/discussion from the board. Karen moved we approve, Ruth seconded, and the board voted unanimously for the fellowship proposal.

Kat spoke about the need to increase, or reinstate, longer library hours, as she feels that we need to be accessible to those who can't come in during the current hours. Staff have agreed to the following new schedule:

Sunday, Monday: Closed

Tuesday: 9 - 8

Wednesday - Friday: 9 - 6

Saturday: 9 - 3

Ruth said that we support whatever works for Kat and staff. Jennifer proposed we vote on it tonight, and Karen moved we approve the new schedule, then Ruth seconded. Motion carried.

Old Business -

50th Anniversary Activities: The ice cream social held on July 11th was very well attended, and several board members worked at the event. The movie night on the lawn, showing Lyle, Lyle, Crocodile is scheduled for August 11th on the library grounds.

The Summer Reading Program had very good participation, with 107 people registered.

New Business - Board Member Beatrice Head was recognized for her 16 years of service, and was presented with a plaque by Jennifer. She was thanked sincerely for her dedication and contributions to our library.

Three board members, Carol, Ruth, and Virginia, were reapproved at the last Board of Supervisors meeting for another term.

The following policy updates were discussed:

Lending and Renewal Policy - 1. A change from one to three books out for first time patrons. 2. Inclusion of a statement that the library will not act in loco parentis to prevent minors' accession of materials.

Collections Development Policy - 1. A change transferring responsibility for collection selection from the board to the Technical Services Librarian. 2. Inclusion of a statement that the

library will not accept material donations, but will refer donations to the Friends. 3. A restatement of selection criteria. 4. A reclarification of videos with a mature rating.

Lost Items Policy - 1. Having lost items will not impact patrons' access to technology or library services. 2. Replacement cost for lost items will now be the publisher list price for each item, with a \$2 processing fee.

Jennifer asked for comments or questions about any of the proposed policy changes. No further comments were made. Karen moved we accept, and Ruth seconded. Motion carried.

Brief discussion of the CIP plan was made, and Kat shared that she ascertained that the \$35,000 approved by the Board of Supervisors is still available. We will discuss our options further at the next meeting.

Jennifer said that she has heard so many positive comments from the public about the work Kat is doing at the library, and Virginia commended her for getting out and meeting the community.

The meeting was adjourned at 7:12, followed by a tour by Kat of the recent changes she's made in the library.

Our next meeting is scheduled for Tuesday, September 19, 2023.