

**James L. Hamner Public Library
Board of Trustees Meeting
March 3, 2026**

The meeting was called to order at 6:03 pm by vice president Karen Freas. Members present were Karen Freas, Joi Worsham, Carol Hix, Ruth Ashton, Jody Hall, Callie Walker, Tom Hayghe, and Gail Geraghty. Also present was Board of Supervisor Benjy Morris.

Tom motioned to enter closed session and Carol seconded. Motion carried and board entered closed session to discuss personnel matters.

At 7:16 pm the board returned to open session, each member certifying that we solely discussed personnel matters.

Keith McFarlane joined the meeting by phone. He provided some direction with moving forward, including keeping the directors office locked for the time being. Keith said that instances of staff indiscretion prompted the decision. Benjy said he'd speak with Stephanie at the county about managing keys and passwords to operate the library in the absence of a director. Keith stated that security camera access be given to the board. Also, he said that the website domain and email through Godaddy has been problematic, and that the library may need to switch to Microsoft or another server. Keith shared that the library staff will need to get the cataloguing going. Benjy said he would look into that as well. Tom asked Benjy for board members to have access to the password for budget work. Keith provided information regarding his suggestion for staff advancements for a floating assistant and circulation assistant.

Board members compiled the following list of current positions held by staff:

- Technical Associate
- Office Administrator
- Circulation Assistant
- Outreach Coordinator
- Floating Assistant - three positions

Benjy said that a few applications for open positions are in the director's office. He also said that he forwarded the budget information to Eric Pollitt, and he will forward it to the board. Carol said that Eric told her to just submit a level budget for the library for now, and the new director could work it out later.

Benjy said that after some research, he finds that there is no official designation of "liaison" as he has been previously identified, so he is serving as a member from his

district, District One, for the time being, as referenced in §42.1-35 of the VPL Trustees Handbook. Benjy said that he was previously wrong about the term limits for board members in the county, as there are only suggestions for length of service.

The board discussed the need for clarification of the board's access to legal assistance from the county. To cover the library's need for an interim director, it was suggested that Bradbury Miller Associates may be a reputable resource. The LVA could do a waiver for a temporary director.

Karen said that in the current situation, she isn't comfortable continuing as vice president, due to the time constraints required. However, she will continue to serve on the board as a trustee. Joi agreed to serve as acting chair, in the absence of the former chairperson.

It was decided to meet next on Tuesday, March 10 at 6:15 to discuss the following items: budget, the director's job opening, meeting with staff, etc. The library staff will be invited to discuss library operations. Gail agreed to post the meeting agenda at the clerk of the court office by Friday. At 8:55 pm, Callie moved that the meeting be adjourned. Tom seconded. Motion carried.