

FOSL Board Meeting

May 25, 2021

In attendance: Joyce Shelenberger, Kennon Bowen, Karen Landers, Bonnie Goff, Barbara Gough, Casey Musselman, Gail Hanger, Gerald Pyle, Jerry Bryant, and Sarah Skrobis.

Call to order: Meeting called to order at 2:03 p.m.

The minutes from the previous meeting were approved.

Treasurer's Report (Deborah): The Board approved the Treasurer's report. The Quickbooks subscription is about to expire. The Board approved renewing the membership to buy some time until the laptop is purchased and we can upgrade to Quicken. FOSL funds a \$500 scholarship for a Teen Advisory Board senior who has been particularly dedicated to the Board's activities. The check was sent to the university the student will be attending.

Library Director's Report (Sarah): The library has had a quiet reopening. In compliance with the Governor's mask announcement, the library will no longer require masks in the library for people who are fully vaccinated. Because it will be impossible to know whether someone has been vaccinated, the library will rely on non-vaccinated people to wear a mask. More chairs will be added for people to sit. Storytime is going well when the weather permits with approximately 40 people showing up. There will be an in person outdoor teen bookclub.

Two new databases have been added. One is a craft database that links to JoAnn Fabrics. There are multiple classes available online and all are free to the general public. The second database is a career and test-prep program to help people in their job searches. The database includes free practice tests.

There are two vacant positions at the library for substitutes who can fill in at the circulation desk when needed when someone is out.

Library Liaison Report (Kennon): The Zoom feed was bad but The Library Board discussed the code of ethics from the Virginia Public Libraries Code of Ethics. Sarah will send out an example of a code of ethics for the Friends Board to review.

Booksale (Joyce/Bonnie): Book donations have been strong. Storage space is quickly filling up so more space may be needed. Joyce has checked with EZ Storage and they will supply a 10x10 unit to handle overflow at a discount price. It was determined the library will not be needed as additional storage space. Sarah will supply a sandwich board for the Board to attach a book sale sign at the foot of the stairs of the Gypsy Hill Gym to guide people in. A second sign may be attached to the tennis court fencing.

Audit (Casey): Jim Printy has agreed to be a part of the audit. He and Casey will handle the 2019 audit. Gail Dunn will join Joyce in handling the 2020 audit. Casey will meet with Deborah soon to get it scheduled.

Staff Appreciation (Sarah): The Board has decided to move forward to purchase a chair and couch for the staff breakroom. There is more than enough money in the budget so there is no real reason to wait. Bonnie and Kennon will measure the breakroom and start looking at furniture to see what they can find.

Financial Committee (Casey): Casey and Deborah have finished setting up a Paypal account. Paypal will be controlled by Deborah but actions will need to be cleared by Joyce.

Karen Pugh's Honorary Donation: Wayne and Pat Cleary donated a check for \$500 to honor Karen Pugh and all her work for the library. It was suggested the money go to the children's program. It was determined this should be clarified on whether this would be for books or to sponsor a program or something else. Sarah suggested the library could purchase books and add bookplates with Karen's name on them ("in honor of" or "in memory of"). Currently the library doesn't need additional funds so the Board voted to approve holding off until next month to clarify where the money should go.

The meeting was adjourned at 2:47.

The next meeting is June 22nd at 2:00 p.m.