

Staunton Public Library
ADVISORY BOARD MEETING
March 18, 2021

Call to Order, Attendance, and Presiding Officer's Remarks:

The meeting, held via teleconference, was called to order at 4:31 pm by Josh Howard.

Roll was called:

Present – board members Josh Howard, Cass Cannon, Virginia Trovato, Mark Peterson, Randolph Bertin, Library Director Sarah Skrobis, Friends of Staunton Library representative Kennon Bowen, City Council Liaison Steve Claffey

Absent – none

Josh Howard recited the City's "Presiding Officer's Introduction".

Approval of Minutes:

Randolph Bertin made a motion to approve the minutes of the 21 January Meeting, which was seconded, and the minutes were approved unanimously via roll call vote.

Talking Book Center report

Virginia provided a brief update on the TBC, highlighting the following items:

- The treasurer plans to invest TBC funds in a mutual fund.
- TBC needs board members, including a Vice President.
- Moving towards a completely digital operation.
- A new volunteer has been brought on board.

Friends of Staunton Public Library report

Kennon provided a brief update on the Friends as follows:

- The Fall book sale generated approximately \$2000.
- The Friends are now accepting donations at the library twice a week (M/Th), and received a thousand books already in March.
- Membership reminders are being sent out, along with honorary membership notices.
- Lunch music remains on hold.

Director's Report

Sarah recapped the past two month's activities at the library:

General

- Curbside service has been pretty steady.

- Staunton public library is the busiest location in the Valley library system – great work from the staff.
- Library staff is moving forward on vaccination – everyone is either fully or partially vaccinated or on the schedule.
- Plans underway for re-opening, but a date has not yet been established.
- Intermittent Pop-up library browsing has been popular.
- Expanded curbside hours have been approved and will go into effect in the next few weeks: 9 am – 7 pm M-Th and 9 am – 5 pm F-Sat.
- All staff positions are now being restored.
- Budget approval is getting underway with City Council, with a reduced budget allocation to the library.

Councilman Claffey noted that the initial budget proposal would be introduced by city manager Steve Rosenberg on 25 March, with discussions going through four consecutive sessions towards final approval on 22 April.

Advisory Board Handbook Discussion

Josh highlighted pp. 73 – 76 which addressed guidelines, code of ethics, and board evaluation, suggesting that we consider having advisory board members sign a code of ethics.

Having an orientation plan was discussed and Sarah noted that her big regret for the group is that we did not get to have an adequate orientation for all the new board members who came on right at the beginning of the pandemic.

Virginia noted that there is a lot of potential for the board, based on the material presented, and Cass suggested that we schedule a retreat or extra meeting to dig into the material.

The consensus of the board is to move forward with an exchange of emails about key items based on material in the Advisory Board Handbook.

New Business

Sarah pointed out that the current long range plan (5 year duration) expires at the end of the year, so the board will need to start the process of developing a new long range plan in the coming months.

Adjournment:

Josh moved to adjourn the meeting, which was seconded; the meeting concluded at 5:10 pm.

The next Library Board meeting will be 15 April at 4:30 P.M. possibly meeting outdoors in person, or via a zoom meeting set up by Josh.

Respectfully submitted,
Randolph Bertin