

Staunton Public Library
ADVISORY BOARD MEETING
May 20, 2021

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

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

Roll was called:

Board Members Present – Josh Howard, Randolph Bertin, Mark Peterson

Others Present – Library Director Sarah Skrobis

Absent – Cass Cannon, Virginia Trovato, [Friends of Staunton Library representative Kennon Bowen, City Council Liaison Steve Claffey]

Talking Book Center report

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

- Plans underway for a Fall fundraiser – an 80s themed fun run.
- The TBC still needs more board members.

Approval of Minutes:

After Mark Peterson arrived to establish a quorum, Josh made a motion to approve the minutes of the 15 April Meeting, which was seconded, and the minutes were approved unanimously.

Friends of Staunton Public Library report

Sarah provided a brief update on the Friends as follows:

- Book Donations continue to be scheduled four times per month (two Mondays, two Thursdays).
- The Friends are looking to assist the library but a specific project has not been identified yet.
- Preparations continue for their upcoming financial audit.

Director's Report

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

General

- The library has been opened for in person service for more than a month and it is relatively quiet.
- Like most of the country, the library was surprised by the sudden announcement from the Federal CDC stating that those who are vaccinated would not need to wear a mask in many situations. The library is expecting to follow this guidance and update their mask policy.
- The children's department resumed outdoor story time, taking place as weather permits, with very good attendance so far (20+ participants at the first gathering). Each program is provided at each location, so patrons can attend where and when it is most convenient.
- State aid review is underway.
- Working on developing an "Emergency" plan, prompted by the Library of Virginia.

Randolph asked how the city budgeting process went with regard to library funding and Sarah replied that full operations are being funded, and she is happy with where things are. Sarah added that there is also additional federal funding that will come to the library after passing first through the Library of Virginia, typically for programs such as workforce development and early literacy).

Josh asked whether the budget included any cost of living raises and Sarah affirmed that a 3% raise would go into effect in October.

Josh asked about the timeline for re-opening public meeting rooms. Sarah answered that it would depend on being able to re-arrange furniture, which in turn depends on making arrangements for staff to share office space.

Advisory Board Code of Ethics

Sarah mentioned that the code of ethics for Advisory Board members was adopted at the previous meeting, and copies are available for signature.

New Business

A new five year plan will be coming up, which will be driven by the library with feedback from the Advisory Board

Josh asked how specific the technology plans are intended to be. Sarah said that libraries vary quite a bit, but that she favors five year plans which are high level with broad aspirations. More specific plans could be set forth in a tiered approach (such as a technology plan for the next year).

Adjournment:

Randolph moved to adjourn the meeting, which was seconded; the meeting concluded at 4:52 PM.

The next Library Board meeting is scheduled for 17 June at 4:30 PM, to be held via video conference call, unless changes to the Virginia governor's emergency orders require otherwise.

Respectfully submitted,
Randolph Bertin