

Staunton Public Library
ADVISORY BOARD MEETING
May 19, 2022

Call to Order, Attendance, and Recognition of Quorum:

The meeting, held at Staunton Public Library, was called to order at 4:31 pm by Cass Cannon.

Roll was called:

Board Members Present – Randolph Bertin, Cass Cannon, Jason Clarke, Rebecca Cochran, Mark Peterson, Virginia Trovato

Others Present – Library Director Sarah Skrobis, Friends Representative Joy Ingram

Absent – None

A quorum was present.

Approval of Minutes:

Randolph made a motion to approve the minutes of the 2 April 2022 Meeting, which was seconded. Randolph suggested amending the year in the heading, and the amended minutes were approved.

Director's Report

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

- In the ever expanding provision of community services, the library rescued a bunny today!
- Outdoor programs have resumed, weather permitting; the regular schedule was shared.
- There is a monthly outreach at the Staunton Farmers' Market.
- The city budget was approved, with the library receiving funds for continued operations, but no special projects/requests; most importantly, this will include wage increases separate from cost of living adjustments!
- In the process of completing 2021-2 budget spending; this includes a new visitor counter to replace on that recently failed.

Talking Book Center report

Virginia presented an update on the TBC, highlighting the following items:

- Strategic planning is underway – five year plan is being divided into successive one year plans.
- A decision was made to have one contact person who reaches out to our localities in terms of funding support; this will be Pat Ward initially.
- TBC participated in a recent chamber of commerce meeting.
- TBC received a community foundation grant and a gift from Trinity Episcopal.
- Our TBC program is a top library in the country for readership growth! (per National Library Services Meeting).

Friends of Staunton Public Library report

Joy provided an update on the Friends, highlighting the following items:

- Next meeting is next week; should have an update after that meeting.
- Accepting book donations is on-going.
- No other news at this time.

Election of Officers

There is a vacancy in the Chair and the current Secretary is ready to pass the baton after two years of service. The current by-laws specify that offices are held for one year, but there is no regular election scheduled. The general view of the Advisory Board is that there should be regular annual elections, with members rotating into new roles so that everyone has an opportunity to serve in different capacities.

Cass made a motion nominating the following slate of officers to serve one year beginning June 1: Randolph Bertin – chair, Jason Clarke – vice-chair, Rebecca Cochran – secretary. The motion was seconded and passed.

There are two board member liaisons: Virginia will serve another year as TBC liaison, Cass will continue to serve as liaison to the Staunton Library Foundation.

Strategic Planning

Sarah thanked everyone for feedback on the Five Year Strategic Plan, shared via Google documents, and commented on by board members. The Five Year plan is required by the Library of Virginia to receive state aid; it embodies the basic set of goals that drives the library in an intentional way. The intent is to accomplish or make progress on each goal in the first year of the plan. Various areas are not prioritized, but Patron Experience should be front and center.

Jason emphasized that library staff should have shared vision for the library.

Sarah went through the list of all comments submitted by various advisory board members on the Strategic plan to discuss/resolve them.

Virginia made a motion that the Advisory Board affirmed the Strategic Plan with unanimous support. This motion was seconded and passed unanimously.

New Business

1) None

Adjournment: Meeting adjourned at 6:01 pm.

Respectfully submitted,
Randolph Bertin

