

Staunton Public Library
LIBRARY ADVISORY BOARD MEETING NOTES
June 16,2022

Call to Order, Attendance, and Recognition of Quorum

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

Roll was called

Board Members Present:

- Randolph Bertin
- Cass Cannon
- Jason Clarke
- Rebecca Cochran
- Virginia Trovato

Others Present

- Library Director Sarah Skrobis
- City Council member Stephen Claffey
- Friends of the Library representative Joy Ingram (late arrival)
- Community visitor

Absent

- Mark Peterson

A quorum was present.

Approval of Minutes

Randolph made a motion to approve the minutes of the 18 May 2022 Meeting, which was seconded. Minutes were approved.

Visitor Introduction

We had a rare and exciting event: a community member visitor. The Board introduced themselves to the visitor, who has been attending various City Board meetings.

Discussion continued around proper procedures if someone were to visit with the purpose of addressing the Board. Sarah will research protocols and guidance so that the Board is prepared for any future visitors who might like to bring topics to our attention.

Friends of the Library Report

Sarah reported on the Friends:

- The Friends are continuing their book donation drive, which has been going well.
- They are also recruiting volunteers.
- Friends are beginning to plan their annual meeting in October.

Joy reported no additional updates upon her arrival to the meeting.

Talking Book Center Report

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

- TBC received two grants recently, as reported by the Library Director.
- They attended the National Library Conference.
- Summer fundraiser with Staunton restaurants will be revealed soon - this is hopefully a popular event and Virginia encouraged the Board members to participate.

Director's Report

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

- The summer reading program "Oceans of Possibilities" has begun for children and adults.
 - Sign ups: 109 kids ; 22 teens; 90 adults
 - 200 people showed up for the Gypsy Train Tales program! This helped to generate some library interest and is considered one of the largest programs to date.
 - There have been some postponements due to weather, but overall programming is going well and is well attended.
 - Laurie Powers will be visiting to talk about her book this evening
- State Aid has passed; the governor is currently reviewing the budget. If it passes, it will be an increase of \$23,000 for next year's budget.
- Circulation comparisons:
 - For this fiscal year, we have circulated 165,045 physical items
 - Augusta County has circulated 190,000
 - Waynesboro circulated 87,000
 - Comparing total checkouts from our last "normal" year:
 - 2019 - 336,000 items ; 2022 - 300,000 items.
 - This has been the busiest year since the pandemic began.
- Book challenges are starting to get more local - an area library book protest has happened. The person did not fill out anything formal, however. Sarah wants the Board to be aware that it could happen here, but we have a process in place and are prepared.

Discussion of Bylaws and Proposed Revisions

Based on our previous meeting, the Board has drafted some new language to update the current bylaws (last updated in 2016) mainly to clarify the election of officer positions and length of term for officers.

- Question posed by Randolph on the number of members. Boards and Commissions website says 5 members, our bylaws says “at least 5” and we currently have 6 members. Council Member Claffey says that ‘at least five’ can remain and the City website just needs to get updated. Sarah will follow-up.
- Question from Randolph about the City Codes related to the library board accepting gifts. This may be something historic that precedes the Friends. Sarah will reach out to John Blair, city attorney, to remove this part of the code.
- The Board proceeded to review the changes we had agreed on in the last meeting and worked on outside of this meeting.
 - Board agreed on the language for officer terms and encouragement of position rotation.
 - Addition of language regarding absentee officers was added, so that it is clear what happens when an officer is not present during a meeting.
- Randolph made a motion that Sarah will run these changes by John Blair for legal comment. Virginia seconded. Passed unanimously. Board will vote on these changes at our next meeting in July.

Formation of a Capital Improvements Working Committee

Cass talked to Friends and Foundation to see what we can get started to accomplish some of the library improvements needed. Structural assessments play an important role; professional input is needed. The Board agreed that this is a good first step - assemble a working committee and meet with a staff member from the Library of Virginia consultant to outline recommendations for proceeding. The City Engineer could be available to review plans and consult.

To get things done:

- Identify needs
- Engage community for support

Council Member Claffey suggested that we should have some sort of concrete proposal ready by October. He believes the Council will be supportive of library improvements but because of the lack of city staff right now, budgeting needs should be presented earlier than usual. Sarah recommended that the Library first hire a new consultant to help come up with a phased plan. Virginia suggested we take the previously written document and use that to begin the proposal that could then be submitted to the Council.

The Board agreed that a starting place will be to have Sarah schedule the Library of Virginia consultant with Cass and a Friends representative. This would be a fact finding mission that will then map a plan for the future proposal and Capital Improvements.

New Business

No new business

Adjournment: Meeting adjourned at 5:35pm

Respectfully submitted,
Rebecca Cochran