

Staunton Public Library
ADVISORY BOARD MEETING
June 18, 2020

The meeting was called to order by Vice Chair Josh Howard. Also in attendance were board members Dan Swift, Mark Peterson, Cass Cannon, Randolph Bertin, Virginia Trovato and Sarah Skrobis, Library Director. The meeting was held as a teleconference.

Josh opened the meeting by reciting the City's "Presiding Officer's Introduction" which included a call to order, the calling of the roll of those present and other material related to using a teleconference which was open to the public.

Josh continued with the minutes of the previous meeting, May 20, 2020 which had been distributed to the attendees in advance of the meeting. No additions or corrections were suggested, and they were approved on a motion by Randolph, seconded by Cass Cannon and approved unanimously.

Talking Book Center report:

Dan Noted that the TBC Development Committee is developing an info kit about the blind and TBC to be used in working with local media. It is also in the final stages of preparing an appeal letter for a summer fundraising event. Support commitments for TBC funding for the fiscal year starting July are down substantially from Cities and Counties in the TBC service area, and the TBC hopes to boost funding from other segments.

Two new directors have been added to the board to replace open positions. This is in addition to a new Library liaison from the Staunton Library Advisory Board which will become effective July 1.

The TBC will approve a final budget for the 2021 fiscal year at their meeting on June 25.

Director's Report: Sarah recapped the recent changes affecting the library:

- Revised limited services have been implemented are beginning with opening the book drop to get books back from readers. While many readers followed the multi-day plan, the staff still had to empty the drop up to four times per day. Extensive cleaning efforts followed.
- The courier system which handles books from Augusta County, Waynesboro and Staunton libraries is back in operation.
- Initial staff call-backs began with seven part-time staff returning on June 10 to get ready for reopening lending. More will be needed as additional services get activated.
- Six volunteers have also returned to help with clearing the book drop and sterilizing returns.
- Circulation has returned with readers scheduling pick-up times after reserving books online. Regular library visits will return after the state and the city have moved into the next phases.

- Staff and volunteers are wearing masks and eventually she expects it will be extended to inside customers.
- Staff are still doing online tutorials for readers as the online segments have greatly enlarged with print being unavailable for many weeks.
- The Summer Reading Program will launch in July with a different take from prior years. It will also be promoted through social media to encourage more participants. Details will be announced shortly.
- The library is charged with doing a top to bottom evaluation of what we do – a proactive evaluation. She said she will need support from the Board in providing input on new policies. Involvement in crafting the next five-year strategic plan for the library will also drive deeper discussions about operations, procedures, policies.

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Election of Officers. Josh next moved to the discussion of candidates for the three officer positions – Chair, Vice Chair – and appointment of board liaisons to the Talking Book Center and the Staunton Library Foundation. Some members had expressed interest in positions prior to the meeting.

Randolph nominated Josh as Chair, moving up from his current Vice Chair position. Cass volunteered to serve as the Vice Chair and Randolph volunteered to be Secretary.

Virginia volunteered to serve as the TBC liaison and Cass volunteered to liaise with the Foundation.

On a motion by Josh, seconded by Cass, the roster was approved as a group by unanimous consent.

New Business. Josh inquired of Sarah if the Board could help in getting the remaining staff back on board. Sarah noted that the City was following a path with all departments in rehiring and did not feel she needed any assistance at this time. She would keep in touch if some assistance were needed.

There were no additional items under New Business. The meeting was adjourned at 5:09 pm.

The next Library Board meeting will be July 16 at 4:30 P.M., presumably as a teleconference.

Respectfully submitted,
 Daniel Swift