

Staunton Public Library
ADVISORY BOARD MEETING
September 17, 2020

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

The meeting, held via teleconference, was called to order at 4:30 pm by Cass Cannon, acting as Presiding officer in the absence of Josh Howard.

Roll was called:

Present – board members Cass Cannon, Mark Peterson, Virginia Trovato, Randolph Bertin, Library Director Sarah Skrobis, and city council liaison Steve Claffey

Absent – board member Josh Howard

Cass Cannon, recited the City's "Presiding Officer's Introduction".

Approval of Minutes:

Virginia made a motion to approve the minutes of the 20 August Meeting, which was seconded and the minutes were approved on consent.

Talking Book Center report:

Virginia provided an update on the TBC as follows:

- The treasurer's report will be coming soon.
- The Director has applied for a United Way grant.
- They will be moving away from Survey Monkey for user surveys as it is not "friendly" for those with vision impairment.
- Grant writing help is needed and TBC would welcome assistance in identifying someone who could provide such help.

Director's Report:

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

General

- The Library re-opened to the public on 2 September, with an extremely busy first day.
- Most patrons are coming in wearing masks.
- Unfortunately, due to health and safety protocols, they aren't able to help people the way they otherwise would, especially with computer assistance.
- The library is taking credit card payments now.
- TBC is losing one of their staff due to a relocation out of the area but they are hoping to have someone in place relatively soon so that there will be overlap between the new employee and the departing one.
- Virginia Public Library Directors meeting will be held next week. Staunton Library receives lots of helpful resources from this organization as well as funding.

Comments and Questions raised by participants include:

- Randolph asked about screen sharing technology to provide computer assistance from a safer distance. Sarah responded that they have looked into such technology but pointed out that (a) it is important that staff not “take over” and do the work and (b) there are some privacy and security issues involved. The library will continue to evaluate potential solutions that may arise.
- Randolph asked whether funding from the Library of Virginia organization is based on a formula or requests for funding from libraries. Sarah answered that it is based on a very complex formula.
- Cass inquired about items withdrawn from the library and whether it is cyclical. Sarah explained that updating the collection by de-accessing some materials and bringing in other items is important for maintaining a healthy library collection.

Behavior Policy:

Sarah explained the background for updating the Library Behavior Policy and requested feedback from Advisory Board members.

- Virginia asked whether provisions regarding compliance with the law would also include any state health regulations. Sarah believed so.
- Randolph asked about specific vs broad approach to setting policy. Sarah said that she favors having a broad policy but that posted recommendations around the library could focus on specific behaviors.
- Steve Claffey noted that there aren't specific city requirements that need to be addressed in setting behavior policy.
- Most board members favored an approach presenting positive “DO” statements, rather than “DON'T”, stating expectations for behavior rather than prohibitions.
- Sarah will have a revised draft policy document drawn up over the next month based on feedback from the board and presented at the next meeting.

Meeting Format:

Sarah pointed out that city ordinance governing remote meetings due to the pandemic would be expiring in the near future and asked what the preferences are for Advisory Board members in terms of meeting in person vs teleconference. All participants agreed that under the circumstances, conference calls remain preferable. Also, the library spaces where the Advisory Board would normally meet are unfortunately not available. Sarah will clarify whether meetings could continue to take place via teleconference even after the ordinance expires.

New Business:

Cass opened the floor to new business. No additional issues were raised.

Adjournment:

Randolph made a motion to adjourn the meeting, which was seconded, and the meeting concluded at 5:20 pm.

The next Library Board meeting will be October 15 at 4:30 P.M., presumably as a teleconference.

Respectfully submitted,
Randolph Bertin