

**Pamunkey Regional Library
Board of Trustees
Executive Committee Meeting
October 27, 2021**

The Pamunkey Regional Library (PRL) Board of Trustees (BOT) Executive Committee (EC) met on Wednesday, October 27, 2021 at the West Point Branch Library.

Attendees

Attending were Trustees:

Goochland County: Barb Young

Hanover County: Julie May, Ron Hachey, Joe O'Connor, Mike Smith

King William County: Mary Shipman

Unable to attend:

None

Guests Attending:

Barbara Sensabaugh - Goochland

Library staff present included:

Tom Shepley - PRL Director

1. Call to Order/ Welcome

M. Shipman called the meeting to order at 9:10 a.m. and welcomed all who were in attendance.

2. Consideration of agenda amendments

There were no amendments for the agenda.

3. Citizens' time

Barbara Sensabaugh from Goochland County was present at the meeting. She was welcomed by Chair, M. Shipman.

4. Old Business

A. Staffing Plan &;

B. FY2023 budget

T. Shepley presented Virginia's minimum wage plan (Code of Virginia Article 1.1. Virginia Minimum Wage Act » § 40.1-28.10. Minimum wages). In that plan, minimum wage increases and the projected impact on PRL staff will be as follows:

Affective Date	Hourly Wage	Impact on PRL Staff
May 1, 2021	\$9.50	One PRL staff member was below new minimum
January 1, 2022	\$11.00	Five PRL staff below new minimum
January 1, 2023	\$12.00	52 PRL staff below new minimum
January 1, 2025	\$13.50	97 PRL staff below new minimum
January 1, 2026	\$15.00	118 PRL staff below new minimum

T. Shepley shared handouts which included: 1)PRL Comp Plan Effective July 1, 2025; 2)PRL Proposed Budget FY2023 (with the FY2024-FY2026 proposed additional funds); and 3)PRL Proposed Budget FY2023 (without the FY2024-FY2026 additional funds).

T. Shepley stated that in order for PRL to currently stay competitive with our neighboring library systems, the salary increases for FY2026 (January 1, 2026 minimum wage of \$15.00) including the compression and merit increases of PRL salaries, is where the PRL budget numbers should be now. This will increase the PRL budget from FY2022 to FY2023 by \$788,875.00.

After discussion, it was decided that the Executive PRL Board would recommend to the BOT that T. Shepley present the FY2026 budget numbers to the four PRL counties for adoption as the FY2023 budget. T. Shepley will include explanations for the districts as to why PRL is asking for the additional funds.

C. Long Range Plan

T. Shepley reported that a review is in progress about what will need to be done differently to align with the FY2026 budget if the BOT approves taking that budget to the districts. The Comp Plan for PRL services has been addressed in depth already. T. Shepley will continue to work with OrangeBoy, Inc., our library consulting firm. (OrangeBoy, Inc. currently works with over 150 library groups across the country.)

5. New Business

A. Board orientation/development

Because of time constraints, discussion of the Board Orientation/Development was deferred to a later time.

6. Adjournment

The December PRL BOT Executive Committee meeting will be held on December 8, 2021 at 9:00am at the Atlee Branch Library.

M. Shipman adjourned the meeting at 10:10am by acclimation of the committee members.

Respectfully submitted,

Barbara Young
PRL Board of Trustees' Secretary