

**Pamunkey Regional Library
Board of Trustees Meeting
January 24, 2024**

The Pamunkey Regional Library (PRL) Board of Trustees (BOT) met on Wednesday, January 24, 2024, at the Atlee Branch Library.

Attendees

Trustees:

Goochland County: Barb Young, Barbara Slone

Hanover County: Bob Johnson, Ryan Martin, Joe O'Connor, Christy Schumacher

King and Queen County: Tricia Simpkins

King William County: John Edwards, Mary Shipman

Trustees unable to attend: None

Guests:

Angela Baxter – Hanover County, Director of Internal Audit

Ryan Hudson – Hanover County Board of Supervisors, Mechanicsville District

Jim Taylor – Hanover County, Deputy County Administrator

Dennis Walter – Hanover County, County Attorney

Library Staff:

Tom Shepley - PRL Director

Sherida Bradby – PRL Deputy Director

Jamie Stoops – PRL Deputy Director

Jeff Huff – Collection Strategy Librarian

Levi Carter – Collection Management Librarian

1. Call to Order/ Welcome

Chair B. Young called the meeting to order at 10:02 a.m., welcomed visitors from Hanover County, and invited any of the guests to address the Board.

Ryan Hudson came forward to clarify his position on PRL and show support for the Library Board. As a candidate, prior to the primary races in June 2023, there are tapes where he stated that he wanted to remove Hanover County from the PRL system. Since that time, due to reorganization and restructuring of the Library Board, R. Hudson stated that he believes things are headed in the proper direction as the Library Board understands their authority by state code.

Since the primary, R. Hudson has only had a few conversations about PRL, most within the last 48 hours. Hanover County has had zero discussions about removing Hanover from PRL. R. Hudson thanked the Library Board for their service and expressed excitement for the work ahead.

2. Consideration of Agenda Amendments

B. Young asked to move the Reconsideration Request from the Consent Agenda to the Director's Report for further discussion.

MOTION: J. O'Connor moved to make the discussed change to the agenda. B. Johnson seconded the motion, and it passed the BOT unanimously.

3. Citizens' Time

B. Young thanked all citizens present for their interest and input. She reminded each speaker they have three minutes to speak, and comments should be directed to the entire Board.

Mary Crook – Goochland County resident

M. Crook emphasized two policies foundational to public libraries – 1. It is for all people, ensuring all viewpoints are included, and 2. They are run by those trained in Library Science. Publishers label books according to age range, genre, and topic and it is absurd to think they would do it wrong on purpose. Librarians order books based on their graduate level expertise in book data, readership, and unbiased policy; they would never put porn on the shelf because that is illegal. Librarians do not operate in opinion; they operate in fact, data, and law.

Citizens of Warren County, VA lost funding last year because of book restriction demands. Virginia Beach citizens paid for a court battle regarding the constitutionality of restricting access to books prior to purchase. In Florida, hundreds of books, including the dictionary, were removed due to opinion guiding collections rather than librarians. Hanover County School Board pulled books on the college AP exam. When censorship wins, citizens lose money, knowledge, and power; and children pay dearly for it.

M. Crook asked for transparency with citizens about the potential of wasting enormous amounts of county resources for unnecessary book policies that strip away children's opportunities. Censorship is not just banning books; it's putting measures in place that make it more difficult for patrons to access books or for librarians to do their jobs. If these tenants of public libraries are undermined, the community is damaged, and first amendment rights denied. Then, M. Crook stated, that the Board cannot be called proud Americans, but scared, selfish, and ignorant.

Peggy Lavinder – Hanover County resident

P. Lavinder is a long-time volunteer and advocate for libraries. She thanked the library staff for their work lately, as they have been unnecessarily under attack. Leaders stoked division causing damage to library staff and created fear in citizen's minds that our library was under attack.

P. Lavinder asked for more transparency and openness about leaders and their intentions. She appreciated Ryan Hudson's opening statement and would appreciate him unblocking her on social media and listening to the desire to leave the library as it was. She stated that it ran smoothly; and in 18 years she never saw any big scandal or financial shenanigans. The library grew, prospered, and benefited many citizens, until 6 months ago when chaos and division started.

P. Lavinder stated that the Board should not make value or moral decisions for other people. VA law does not allow censoring books because you do not agree with them. The law says parental notification and the library already has a process in place that allows parents to review, supervise, and manage their own children's access. There is always room for improvements - more support, more outreach, more services. To impose bias or some political or social agenda is noticeable, and it should not happen.

Jen Strozier – Goochland County resident

J. Strozier appreciated Supervisor Hudson's words and shared the recording of what R. Hudson publicly said about working to remove Hanover from PRL. J. Strozier said that earlier in this recorded statement, R. Hudson also disparaged libraries, librarians, publishers, and the ALA.

J. Strozier stated that the library has been great for many years, for example in providing interlibrary loans. The Friends of Goochland Library hosted someone from the Virginia Library who was involved in creating the regional library system, which was done so that rural places who could not afford a library on their own could share resources and have access to books, programs, and computers. There is nothing wrong with our library system or the people who run it. The librarians are wonderful, and the ALA is a wonderful institution. The idea that someone needs to come in, fix it, defund it, and look at every penny that is spent and question it, this is a public resource that we cannot afford to lose.

J. Strozier recommended the book on tyranny – this is what it is about, it is all connected to the same attacks on school libraries, election denying, etc. We do not need people coming in here and destroying resources for people who could otherwise not afford them.

Cleo Rehmer – Hanover County resident

C. Rehmer expressed complete agreement with the first speaker's words from Goochland. She requested the Board explore alternatives to make these meetings more available to people who work during the day, as she missed work to be here. She suggested the Board consider a compromise of having at least half of the meetings after 5pm.

George Crafts – Goochland County resident

G. Crafts stated that there are many great books that have upsetting passages in them. G. Crafts read from the Bible, Genesis 19:30-34, the story of Lot when his two daughters got him drunk and slept with him to carry on the family line. G. Crafts emphasized this is incest and there is nothing said against it in the passage. One must read the whole book before passing judgement, even Booklooks.org endorses this principle. Do not give into shock tactics. Do not give into the thinking that says no child should read this book. The final decision should belong to the parents. Do not take away parent's rights.

Paul Jamerson – King William County resident

P. Jamerson referenced an article called "The Truth About Banned Books" and indicated that PRL might be a victim of banned books by third party vendors and their unknown agendas. The article listed several conservative books, and P. Jamerson was happy to report that they were available at PRL.

P. Jamerson indicated that people are concerned that books like *Flamer* and *Sex is a Funny Word* are kiddie porn. Evaluate the Code of Virginia, Article 5 Obscenity and Related Offenses in relation to these books and see whether they violate the spirit of the law. If it does, the Board may need to address where these books are put in the library, maybe in the adult section. P. Jamerson suggested SkyTree Book Fairs as a source of books for children under 13.

Dorothy Wassenberg – King William County resident

D. Wassenberg clarified that she is not asking anyone to ban books and is not picking on the librarians. Parents across the country want sexually explicit materials for minors removed from schools and libraries, especially books depicting and describing pornography, pedophilia, or other sexually explicit content. These books have no meaning or context that goes with a story.

D. Wassenberg expressed concern about PRL’s lack of recognizing these sexually explicit books which are distributed throughout the county and the state by the ALA. She emphasized wanting these books moved to a separate location in the libraries where children need parental approval to check them out. The book *Flamer* has explicit reference to genitalia, masturbation, and sex. *The Lovely Bones* describes explicit scenes related to sex, rape, and murder – this book is pornographic due to its pornographic content – and should not be readily available to minor children. Listen to our suggestions and relocate these sexually explicit books to a different location in the library, a higher shelf, or behind the librarian. Do not force us to get legal advice about this, as other states have done.

Sharon Landrum – King William County resident

S. Landrum reminded the Board of her recent email including the article by James Fishback called “The Truth About Banned Books”. Many claim that progressive books are being censored, Mr. Fishback’s research proves that the exact opposite is true. He surveyed 35 of the largest public school districts in 8 Red States and 6 Blue States, representing 4600 individual schools. What he discovered is not so much a problem of banned books, it is that kids are often only exposed to one side of the story. He investigated books on racism, transgenderism, well known progressive vs. conservative thinkers, memoirs of Democrats and Republicans and found that the collection scales were tipped overwhelmingly in favor of books on racism, transgenderism, progressivism, and Democrats.

S. Landrum quoted Mr. Fishback as saying, “Many libraries have become reflections of politicized librarians”. Emily Drabinski, president of the ALA and a self-proclaimed Marxist, said during a Socialism Conference last September that public education “needs to be a site of socialist organizing. I think libraries really do too. We need to be on the agenda of socialist organizing.”

At a 2019 ALA committee meeting, Connecticut’s Westhaven High librarian proudly declared “we are using less of what I call the dead white guy books, we are including books by authors of color and women”. Due to the over political activism position of the ALA, she would like to see PRL make a concerted effort to exit the ALA and include equal representation in their collections of the previously addressed issues.

S. Landrum pleaded for more safeguards for children when it comes to sexually explicit books. From my understanding PRL must abide by the Children’s Internet Protection Act (CIPA), enacted by Congress in 2000 to address concern about children’s access to obscene or harmful content over the internet. S. Landrum noted that the ALA objected to CIPA, indicating where their sympathies lie. Why are books not given the same protective mechanism? Americans used to understand there was something called age-appropriate content. However, it seems these sensibilities have evaporated into thin air. Is sexually explicit material acceptable in books and not on a computer? Does this make any sense? If children do not have unfettered access to internet in libraries, why is no one protesting to free the internet?

Jessica McClane – King William County resident

J. McClane stated that is has become fashionable for porn pushers to use the Bible as a justification for porn in our libraries. She used her time to set the record straight and hopes no one will stand up again and say the Bible encourages porn.

J. McClane read numerous Bible passages - 2 Corinthians 6, Galatians 5, I Thessalonians 3, Exodus 22, John 8:41, Romans 12:1, Revelation 21:8, Hebrews 13:4, Ephesians 5:3

J. McClane said that the Bible does not say that sexual debauchery and immorality is good. Those who use the Bible as justification are the same people who say that porn does not exist in our libraries.

4. Consideration of the Consent Agenda

The items on the Consent Agenda were:

1. Approval of the draft minutes from the December 13, 2023, regular meeting of the PRL Board of Trustees
2. Acceptance of December 2023 board report
3. Acceptance of December 2023 warrants

C. Schumacher asked for the status of the King & Queen County’s end of December payment and for clarification on the large increase in the “Other” category in the board report.

T. Shepley communicated that K&Q had not provided the \$59,135 by the end of December but he believes that it has been deposited since then. The large increase in “Other” is due to the second part of a bequest from Dr. Hammel, a retired physician from Ashland. His estate previously gave \$250,000 and after liquidation distributed another \$97,939. The attorneys communicated in their cover letter that there are no heirs to thank for this gift.

B. Young asked for clarification regarding the amount shown on the K&Q budget. T. Shepley explained that the board report covered the entire shared portion and 4 months of branch operation, as K&Q did not have an original budget amount for the year. There are several budget amendments which will be presented together to the BOT in March.

B. Slone commented that the K&Q payment was due December 28 and is concerned about their apparent lack of respect for PRL as they are continually late, disregard our system, and continue

to have representation on our Board. They made the decision to leave the system and agreed to the MOU. Why should other counties bother to pay on time? B. Slone would like clarification today if money has been received. T. Shepley confirmed with headquarters' staff that a K&Q payment was received; he will find out when and how much was received.

MOTION: B. Johnson moved approval of the Consent Agenda items, modified with a grammatical change to the minutes on page 2, section 2, addition of "be". The motion was seconded by J. Edwards and passed unanimously by the BOT.

5. Director's Report

T. Shepley distributed the document "January 2024 Library Directors Report", included at the conclusion of the minutes, as well as the documentation for the received Request for Reconsideration and T. Shepley's response.

Request for Reconsideration for "Cross My Heart and Never Lie" by Nora Dåsnes

R. Martin asked for the defined grades or ages for the Young Adult (YA) section, as the provided book review indicates the book is for 6th-8th grades and is placed in an area for 12 and under. T. Shepley clarified that YA is for 13-18 years old and that according to the research and the guidance the materials in the age range need to suit everyone in it. Parents are expected to monitor and pick materials for their children.

B. Slone pointed out that T. Shepley mentioned in his letter to the patron the Book Industry Standards and Communication (BISAC) codes, determined by an organization of a couple of hundred people from around the country. In her research, B. Slone discovered that this organization has a bias and identified this as the potential root of where some of these classification problems exist. To have a better understanding of how books end up in juvenile sections, one needs to understand the BISAC group that puts this system together. T. Shepley clarified that BISAC headings are implemented by publishers. B. Slone agreed and clarified that the publishing industry is using the standards set by BISAC through metadata.

C. Schumacher shared that upon learning about this recent Request for Reconsideration she came to the Atlee Library to review the entire book. The book was not in the stacks, but on display at the top. C. Schumacher looked for this book in numerous libraries across the state - including Fairfax, Arlington, Fauquier, Williamsburg, Virginia Beach, Central Rappahannock, Jefferson Madison, Chesterfield, and Richmond – and did not find it in any of these libraries. Two libraries were found with this book – Henrico and PRL. Henrico classified this book as Young Adult; PRL classified as Juvenile. This different classification shows that librarians do have leeway in categorizing books. C. Schumacher was told by the PRL Collections team last year that, at the time of purchase, there is a drop-down box where it is indicated if a book should be categorized in the Young Adult or Juvenile section. There is choice in the location of books; it is not an automatic decision. In April 2023, the Hanover County Board of Supervisors highlighted this issue in a letter they sent to the Library Board when they requested "age appropriateness of materials in section of the library should be considered to better differentiate elementary school, middle school, high school, and adult audiences". It is not clear to parents that the juvenile

section is for kids through Middle School or how to distinguish which books are more geared to Middle School.

MOTION: C. Schumacher made a motion to ask PRL staff to put together a proposal for how they could differentiate between elementary and middle grades books within the juvenile section to be presented at the next meeting. B. Johnson seconded the motion, and it was passed unanimously by the Library Board.

King & Queen

- King William Board of Supervisors agreed at their meeting on January 22, 2023, to allow King and Queen County to leave PRL on June 30, 2024.

- T. Shepley confirmed that K&Q's payment of \$59,135 was received January 12.

- Jim Taylor communicated that work on the Regional Agreement for FY25 is ongoing and that Hanover is in the process of drafting something to share with the other localities. J. Edwards mentioned that as of last week the King William County Administrator was not aware of the progress on the agreement. J. Taylor promised to follow up with him.

- K&Q branch has seen a lot of activity this month with moving and packing - plan to have the branch empty by tomorrow. Staff are working to integrate the collection into other branches, provide to PRL Friends groups, or surplus.

- B. Young asked for an estimate of the cost of the move. MOU indicated that K&Q would pay for PRL to be operating in the branch for the month of January at approximately \$11,000. K&Q hopes that all the costs will be covered by this amount. Movers need to be hired for only a few items that cannot be safely moved by staff. T. Shepley expects the \$11,000 will be sufficient.

- K&Q will retain the branch telephone number, fiber network connections, and copier lease. Paperwork has been done to transfer these accounts.

Audit

- FY22 Audit is complete and paper copies were distributed to each Board member; PRL is still waiting on the PDF version. Cherry's final bill of \$4551 was received.

- Agreement in place with Ms. Shawver (consultant) to assist with audits moving forward.

- FY22 – Revenues under expenditures by \$217,828, which drew funds from the fund balance. FY22 Beginning of year \$2,780,198; End of year \$2,562,370. (FY22 Final Audit, page 60) Net position (assets & liabilities) \$2,601,812. (FY22 Final Audit, page 6)

- B. Slone asked for an update on FY23 audit. T. Shepley answered that they are on a schedule to get the FY23 audit finished with Ms. Shawver's assistance and are responding to requests from PBMares. A rough date for completion, given at the Personnel Committee meeting, is March 1, 2024.

- One problem area with the FY22 audit was working with leases and capital assets. For the FY23 audit they are working with a tool called DebtBook, with assistance from Hanover County staff, which can be shared with PBMares and Ms. Shawver online.
- J. Taylor, on behalf of Hanover County, indicated they are satisfied with how things are progressing. PBMares is working remotely this week on the PRL audit.
- A. Baxter emphasized the new FY23 auditor, PBMares, and Hanover County’s positive experience, hoping for a more collaborative experience for PRL. A. Baxter agreed that partnering with Ms. Shawver is a positive, as well as working with DebtBook, and looks forward to seeing the FY23 audit report completed.

Additional points not included in the written report:

- T. Shepley clarified the process for winter weather during business hours is to follow the county/town where the branch is located, while after hours or weekends PRL makes the call.
- T. Shepley thanked his staff for their flexibility as they have been pulled in many directions over the last few weeks.
- T. Shepley shared pictures from the West Point Library renovation project. J. Edwards added they are still waiting for flooring and IT installation and expect a mid to late spring move-in.

6. Standing Committee Reports

A. Financial Committee Report

J. Edwards reported that they are rescheduling their next meeting to the afternoon of Feb 22, pending a meeting location.

B. Personnel Committee Report

R. Martin reported the committee met in December. Due to the late formation of the committee, they are also late in finalizing the FY24 Director’s Goals – a draft was circulated to the Board.

J. Edwards noted that since K&Q are still members for FY24, references in the document should refer to “four” counties or jurisdictions, rather than three.

R. Martin mentioned that the goals are not a lot different than last year, except for a couple of small tweaks, including adding March 1st as a measurable goal for the completion of FY23 audit.

B. Johnson does not want to change the goals at this time. However, he noted that these goals are more a listing of tasks as in a job description, rather than setting specific goals to pursue and deliver in a timeframe to enhance some aspect of the library system. For FY25, he would like to work more closely with the Personnel Committee to improve the rubric.

J. O’Connor noted that when we each individually review these in May, we need to realize the Library Director received these only in January.

B. Slone commented on Point 3C, under “Working with the Board of Trustees”, that the goal should be to receive all board documents the Friday before the meeting, to give trustees the time to read and digest everything.

MOTION: R. Martin made a motion to accept the Director’s Goals for FY2024, with the adjustment of moving it back to four counties/regions in three places. Since this document came from a committee, it does not need a second and was passed by the Library Board unanimously.

R. Martin discussed doing a 360 review for the Library Director. Personally, it was beneficial to him in the past to get a review from people who work for you. The cost is about \$200 per employee interviewed. PRL has 32 full-time staff, and the Library Director has 6-7 direct reports. R. Martin would recommend interviewing direct reports in May 2024, if approved by the Library Board at a future meeting. R. Martin will address this again next month during the Personnel standing committee report.

B. Johnson asked to receive a copy of the general review process T. Shepley uses with his direct report employees and a sampling of how they were reviewed in the past. T. Shepley agreed.

7. Old Business

A. King and Queen County’s Departure

i. Update on the status of processes in place for K&Q departure

Existing branch staff packed most of the collection and have already started working in other PRL positions if staying.

T. Simpkins shared that the K&Q Library is to re-open on February 1 and the first Board meeting with 6 members, including Ms. Simpkins, is February 2, 2024.

T. Shepley shared that Delegate Hodges, representing K&Q, has entered House Bill No. 1430 to allow K&Q to have a public library without a library board. The default in Virginia is to have a Library Board, but there are four other systems (Botetourt, Caroline, Chesterfield, Shenandoah) without governing or advisory boards. K&Q intends to run the library as a county department.

ii. Policy for Registration of Library Cards and the impact on K&Q’s departure

A draft of the changes to the policy “VII. Registration for Library Cards” (included at the end of the minutes) was distributed.

T. Shepley clarified that PRL reciprocates automatically with any patron who has a Virginia library card.

C. Schumacher asked why the “Procedure” statements are no longer part of the policy. T. Shepley indicated that those are being removed as they are more administrative, rather than policy.

MOTION: R. Martin made a motion to accept the policy as stated. B. Johnson seconded the motion and the BOT voted unanimously.

The Library Board considered how to handle the departure of K&Q residents from the system in line with the new policy, Registration for Library Cards, Regulations point 5.

D. Walter clarified that the Board would have the option to amend the date in the future. J. Edwards asked if the MOU with K&Q does not govern this action. D. Walter stated that the MOU governs the closing of the branch but indicated that the date could be extended if K&Q do not leave as anticipated on June 30, 2024. This process provides a policy and Board decision which can be communicated to K&Q residents, rather than a provision of the MOU.

MOTION: B. Young moved that in accordance with the library’s policy on registration for library cards, should King and Queen leave the Pamunkey Regional Library system in 2024, residents of King and Queen County be ineligible for a library card beginning the date that King and Queen leaves the system through December 31, 2025. J. O’Connor seconded the motion. The Board of Trustees passed it unanimously after discussion.

J. O’Connor asked about recognizing the two retirements mentioned in T. Shepley’s report. T. Shepley responded that PRL has an employee recognition process in place, local colleagues have planned events, and there is the option for further recognition later. C. Schumacher will organize thank you cards on behalf of the Board for the next meeting.

B. Audit Updates

i. FY2022

ii. FY2023

C. West Point Relocation Project

D. Montpelier

10. New Business

A. Review of Library Policies

B. Young emphasized that as trustees the Board is responsible for all policies for our region, as outlined in the Virginia Handbook for Trustees. All PRL policies are posted on the website. Hard copies will be distributed to all. Board members are asked to read through the policies before the next meeting. B. Young asked the Finance and Personnel committees to look at the corresponding Finance and Personnel policies. At next month’s meeting, the Board will identify policies that need more in-depth work. In addition, the formatting and organizing needs to be improved throughout the policies.

B. Initiation of Long-Term Planning

B. Young suggested forming an ad hoc committee to produce a project plan and timeline for moving forward in building a five-year plan. Board members on the committee will include B. Young, B. Johnson, B. Slone, as well as T. Shepley and 1-2 staff members he identifies. The committee will bring a project plan to the March meeting.

11. Adjournment

The February 2024 BOT meeting will be held on February 28, 2024, at the Ashland Branch Library at 10:00 a.m.

R. Martin made a motion to adjourn the meeting, seconded by B. Slone, and after a unanimous vote from the Library Board the meeting was adjourned at 12:07pm.

Respectfully submitted,

Christy Schumacher
PRL Board of Trustees' Secretary

Attached: January 2024 Library Director's Report
VII. Registration for Library Cards (policy amendment)

January 2024 Library Directors Report

REMINDER: Trustees need to file disclosures with Clerk of your local Board of Supervisors. You have to do this before your service begins and in January every year.

Dec. 13--Customer at the Atlee Branch filled out a request for reconsideration of the title "Cross My Heart and Never Lie" by Nora Dåsnes.

Dec. 19--Attended PRL BoT Personnel Committee meeting at the Ashland Branch.

Dec. 21--Took part in Montpelier Recreation Center and Library (MRCL) Teams meeting. Mostly updates before the holidays.

On annual leave Dec. 21-Jan. 2

Jan. 4—Attended Hanover department heads and human services meetings; met with Catey Dickensheets, Human Resources Directory for Hanover.

Jan. 9—Management Team meeting held at West Point. We were able to tour the future branch location

Jan. 22—Attended King William BoS meeting to answer questions related to King and Queen's request to leave the regional library. Board voted to allow King and Queen to leave June 30, 2024, earlier than 2 years notice required by the Code of Virginia.

- King and Queen Branch—Staff have been working through the logistics of moving PRL out of the King and Queen Branch. Worked with moving company. Most of the furniture belongs to KQ. Most of PRL's furniture has been relocated to other PRL locations except for a few items that will likely be left in place. Collections staff identified titles to retain and place in other PRL branches. Friends of the Library are taking some of the collection. Branch staff have packed the remainder of the collection.
- Worked on draft library card policy.
- We rescheduled the **Feb. 28 Board of Trustees meeting moved from the King and Queen Branch to the Ashland Branch.**
- Audit—worked through the last bit of getting the completed audit back from Cherry. Requested final deliverables of printed copies and pdf of completed audit. Printed copies were delivered Jan. 19 and copies are distributed to you today. Cherry has presented final bill, \$4551. Retained Ms. Shawver's services to help get FY23 finished. Staff have been responding to PB Mares requests for information.
- Accessibility—have continued to respond to inquiries related to accessibility at the Upper King William Branch, including emails and online meetings. This will be ongoing over the spring at minimum.

- Winter weather—have dealt with potentially dangerous weather; branches have closed early/opened late to help keep everyone safe.
- COVID—noticeable spike in illnesses following the holidays; getting back to normal at this point.
- Montpelier project—work continues; library staff have reviewed and answered questions related to shelving, furniture, IT for the new branch.
- West Point—work continues; staff are working on logistics of move including shelving, furniture orders, setting up computer network.
- King and Queen—on site meeting with moving company; transferring phone and network to King and Queen County.
- Budget—Will be presenting in King William in March; monitoring all three county processes.
- Bequest—The estate of Dr. Carroll F. Hamill, the Ashland Branch customer who previously provided a \$250,000 bequest, has been settled. PRL received an additional \$97,939.80. Total: \$347,939.80.
- Staff—We have received two notable resignations. Michael Natale, Branch Manager at Ashland, has put in his resignation after several years in multiple positions at the Ashland Branch. Jan Booth, Page at the Mechanicsville Branch, has also resigned. Jan is notable as the longest serving employee of Pamunkey Regional Library with 45 years of service! We thank them both for their service and wish them a happy retirement

Overall, December and January have been very busy with a lot of work coming up quickly and needing rapid turn-around. I want to thank our staff for their flexibility and efforts to get things done.

Respectfully submitted,

Tom Shepley, Director

VII. Registration for Library Cards

POLICY STATEMENT

Registration for a library card is necessary in order to borrow materials and use designated services of the Pamunkey Regional Library. Generally, residents within the area served by the Pamunkey Regional Library and others who are in library systems that provide reciprocal privileges are eligible for library cards. Library cards are not required for entry into library branches.

REGULATIONS

1. Residents, persons who own property, persons who attend an educational institution and persons who are employed within Goochland, Hanover and King William Counties are eligible to register for a library card.
2. Other Virginians may be eligible for a free card by presenting a public library card from their place of residence.
3. Others may register for a library card upon payment of an annual fee established by the Pamunkey Regional Library. Eligible persons 65 years of age or older are exempt from paying the annual fee.
4. A parent's or guardian's written permission is required for children under the age of 18 to register for a library card unless they are an emancipated minor.
5. The Board of Trustees may determine that, for any jurisdiction that departs the Pamunkey Regional Library system, the residents of that jurisdiction, regardless of their eligibility for a library card as set forth above, may be ineligible for a library card for a period of time. Any such action will be communicated to the residents of that jurisdiction through postings at all library branches, and through other measures the Board of Trustees deems appropriate.