

**Pamunkey Regional Library  
Board of Trustees Meeting  
May 24, 2023**

The Pamunkey Regional Library (PRL) Board of Trustees (BOT) met on Wednesday, May 24, 2023, at the Upper King William Branch Library.

**Attendees**

Attending were Trustees:

Goochland County: Barbara Sensabaugh, Barb Young

Hanover County: Julie May, Mike Smith

King and Queen County: Tricia Simpkins

King William County: John Edwards, Mary Shipman

Unable to attend:

Hanover County: Ryan Martin, Joe O'Connor

Guests Attending and Speaking:

Jessica McLane – King William

Christy Schumacher – Hanover County

Lauren McGill – Hanover County

William Franz – Hanover County

Ira Staley – Hanover County

Library staff present included:

Tom Shepley: PRL Director

Sherida Bradby, PRL Deputy Director

Jamie Stoops, PRL Deputy Director

Jeff Huff – Collection Strategy Librarian

Levi Carter – Collection Management Librarian/Mobile Services Manager

**1. Call to Order/ Welcome**

Chair T. Simpkins called the meeting to order at 9:30 a.m. and welcomed all BOT members and visitors who were in attendance.

**2. Consideration of Agenda Amendments**

There were no amendments to the agenda.

**3. Citizens' Time**

T. Simpkins explained that there would be thirty minutes for comments during the Citizens' Time and each speaker would have up to three minutes to speak. There would be no yielding-of-time and no provisions for groups.

Jessica McLane – King William County Resident

J. McLane said that King William County (KWC) will not have a library in the PRL system in the future. She stated that she and others have attended the King William (KW) Board of Supervisors meetings. She said that she feels T. Shepley has extorted KW with \$139,000 that he required KWC to pay and that amount of money would have covered 70% of their own library. J. McLane stated that T. Shepley assured the KWC citizens that PRL would protect their children, but PRL has not. She stated that their children will not have to “share a room with porn pushers.” J. McLane said that the KW residents know and deserve better, and they will do it by providing their own library.

#### Christy Schumacher – Hanover County Resident

C. Schumacher stated that she loves the library and that is why she is at this meeting. She has never asked for any books to be removed. She stated that the job of the library is not to advocate for current political and social trends, but to be without advocacy. She said she asked the library to protect our children when she first spoke at a PRL BOT meeting in September 2022. Since that time she has discovered that PRL embraces the American Library Association (ALA). She stated she has concerns about this since the ALA President for 2023-2024 is Emily Drabinski, who is a self-proclaimed Marxist. C. Schumacher said that our libraries are tax-funded and again, it is not the job of our libraries to advocate.

#### Lauren McGill – Hanover County Resident

L. McGill said that she loves the library and has borrowed 570 books for her son, who is now three years old. She stated that she finds her time at the library with her son is a bonding moment and is grateful to have the library as a resource. She has not yet found one book that was inappropriate. L. McGill said that it is her job to filter what her son reads and that reading helps him learn to think critically by reading others’ opinions. She stated that banning books in banning free speech.

#### William Franz – Hanover County Resident

W. Franz said that he recently took his grandchild to the Ashland Branch Library. While his grandchild was looking at the books available, he watched some of the other people in the library and their interactions with library staff. He said that each person who went to the library desk was treated very well but the library staff. He said that the PRL has a prized leadership team. He stated that he feels the end game of others is to make the library just for them and not for others.

#### Ira Staley – Hanover County Resident

I. Staley stated that there is a Virginia law about the internet that protects children. He said that exposure to new ideas is good for our children, but the ideas should be presented at the proper age. He asked that the BOT adopt a policy that mirrors the internet-use policy. He said that if that was done, the BOT would be making a public statement to protect our children.

## **4. Consent Agenda**

The items on the Consent Agenda were:

1. April 2023 Board meeting minutes
2. April 2023 Warrants Report
3. April 2023 Board Financial Report

**MOTION:** J. Edwards made a motion to approve the Consent Agenda items. The motion was seconded by M. Smith and passed by the BOT.

## 5. Old Business

### A. King and Queen County (K&Q) Request to Leave

T. Shepley reported that Hanover County and Goochland County had agreed to let K&Q County leave PRL. T. Shepley stated that K&Q County leaving sooner than later would be better for PRL. He also stated that he had not yet heard a final decision back from King William County since they would like more information.

King and Queen County Administrator/County Attorney Vivian R. Seay was in attendance at the meeting and T. Shepley asked if she would care to speak to the Board. V. Seay said that the K&Q Board of Supervisors adopted a resolution on May 8, 2023, to leave the PRL. She requested that the PRL BOT determine a date for K&Q County to leave PRL that would be mutually agreeable to the other PRL localities. She stated that K&Q County did not intend to add a burden to PRL and hoped a date could be agreed upon that would have a minimum impact on the other localities.

B. Young asked if there was some way that PRL might offer K&Q County a fee-based option for the citizens of K&Q County to keep their PRL library cards and have access to the PRL libraries in the other PRL locations even though they would no longer have a PRL library based in their county. V. Seay said that K&Q County would be amenable to such a relationship and appreciated the consideration for their citizens.

M. Smith stated that as long as the K&Q Branch Library is open, K&Q County will have to pay since the library cannot operate without funds.

M. Shipman stated that King William County was concerned about sharing the PRL library facilities with K&Q residents since their libraries would be the closest for the K&Q residents and it might put a strain on their library resources.

T. Shepley stated that the K&Q funding to the General Shared funds for FY2024 would have been \$164,000 and if that amount would be split between the three remaining localities it would be as follows:

Hanover County	\$85,000
King William County	\$40,000
Goochland County	\$20,000

T. Shepley stated, however, that there are currently resources in the PRL budget for FY2024 that could cover the \$164,000 so there would be no impact in FY2024 to the other localities.

Deputy Hanover County Administrator, Jim Taylor, asked to speak briefly to the BOT. He stated that Hanover County had not taken any formal action re. the request by K&Q County to leave PRL. He said that the Hanover County budget for FY2024 had already been adopted and that no new funds were coming. He said he hoped that the BOT would help the K&Q citizens make the transition.

**MOTION:** J. May made a motion that the BOT for PRL has no opposition to having K&Q County leave PRL on a date mutually agreed upon by PRL and K&Q County. B. Young seconded the motion, and it was passed by the Board.

It was stated that work will continue to make the K&Q departure from PRL happen as smoothly as possible.

### **B. Hanover Letter**

T. Shepley introduced a draft response letter to be signed by PRL BOT Chairman, Patricia Simpkins.

B. Young stated that the draft letter was not distributed to the BOT until 6:00 PM the night before the meeting. She asked who wrote the letter and was told by T. Shepley that it was written by PRL staff. J. Edwards stated that it is normal practice in business to have staff write letters. B. Young said that a letter of this importance that was to be from the BOT should be written by the BOT, not the staff.

B. Young asked why a response letter had been written to Hanover County since at the last BOT meeting it had been decided that “no response was needed.” T. Shepley said that T. Simpkins received a request from Hanover for a response.

B. Young expressed concern that there were several inaccuracies in the draft letter. After a lengthy discussion about several items in the draft letter, it was decided that Board members would send suggested edits to T. Simpkins and that the final letter would be reviewed by Board members before it was sent to Hanover County.

### **C. FY2024 Budget Process**

T. Shepley stated that Goochland, Hanover, King William, and King and Queen have all approved their FY2024 budgets. He said that the PRL FY2024 budget is built on a 5% merit increase for staff. Hanover’s FY2024 budget is built on a 7% merit increase for Hanover staff, but there is no additional funds added to raise the PRL staff merit increases from 5% to 7%.

T. Shepley said that PRL has run several different scenarios for possible merit increases for PRL staff. A blended rate would be about a 6.4% increase. PRL has funding to support the blended rate which would be about an additional \$5000. The additional funds would come from carryover funds.

**MOTION:** M. Smith made a motion to provide a 7% merit increase for PRL staff for FY2024. B. Sensabaugh seconded the motion and it was passed by the Board.

#### **D. Parental Responsibility Sign**

T. Shepley shared a copy of a revised sign titled “A Reminder to Parents and Guardians” which has been posted at each of the PRL branch libraries. J. May suggested that the current size of sign that is posted (9x11) be displayed for three months and if it is successful, at that point make one larger copy of the sign for each library to be posted. No action was taken about the suggestion.

## **6. New Business**

### **A. Personnel Committee**

#### **1. Minutes from the September 14, 2022 Personnel Committee Meeting**

Since the Personnel Committee has not had the opportunity to vote on the approval of the September 14, 2022 Personnel Committee meeting minutes, J. May asked that these minutes be approved by the full Board and accepted for record.

**MOTION:** B. Young made a motion to approve the Personnel Committee minutes from the September 14, 2022 committee meeting. The motion was seconded by M. Shipman and passed by the Board.

#### **2. Possible Nominations for Board and for Board Committees**

J. May distributed a Nominations Worksheet which had a list of all possible positions for the Board and for Committee chairs. She asked that Board members consider running for the Board positions and the Committee chairs. The Personnel Committee will meet before the next Board meeting to create a slate of nominees that will be sent to Board members and voted on at the next Board meeting in June.

## **7. Report of the Library Director**

T. Shepley gave the Library Director Report.

1. T. Shepley stated that work is still being done on the FY2022 Audit and that work on the FY2023 Audit is underway.
2. T. Shepley said that the FY2023 budget still has several variables related to the withdrawal of King and Queen County from PRL. The suggestion is to work with the budget with King and Queen County still included until the final withdrawal is done. The changes that will be made after the withdrawal are ready when needed for the budget.
3. Work is underway at the new Montpelier Branch. The projected completion timeframe is Summer 2024.
4. T. Shepley deferred to J. Edwards for the update on the new West Point Branch library. J. Edwards reported that the town of West Point is currently working on

the renovations of the new Police Department facility which is planned to be done in about 60 days. Once that is complete and the Police Department moves to its new facility, renovations to the old Police Department facility will start for the library. Projected completion of the library renovations and the move to the facility are for February/March of 2024.

5. PRL Supervisors are completing staff evaluations.
6. The PRL staff continues to respond to citizens' concerns.

## **8. Adjournment**

The June 2023 BOT meeting will be held on May 28, 2023, at the Mechanicsville Branch Library at 10:00 a.m. The next Executive Committee meeting and the next Personnel Committee meeting will both be held on the same day and at the same location. The date and times will be determined through emails and will be announced ahead of time. The dates that will be looked at for the meetings are either June 7<sup>th</sup> or June 14<sup>th</sup>.

Having completed the business of the PRL BOT, Chair T. Simpkins adjourned the meeting at 10:50 a.m. by acclamation of the Board.

Respectfully submitted,

Barbara Young  
PRL Board of Trustees' Secretary