

**Pamunkey Regional Library  
Board of Trustees Meeting  
June 28, 2023**

The Pamunkey Regional Library (PRL) Board of Trustees (BOT) met on Wednesday, June 28, 2023, at 10:00 AM at the Mechanicsville Branch Library.

**Attendees**

Attending were Trustees:

Goochland County: Barbara Sensabaugh, Barb Young  
Hanover County: Ryan Martin, Joe O'Connor, Mike Smith  
King and Queen County: Tricia Simpkins  
King William County: John Edwards, Mary Shipman

Unable to attend:

None

Guests Attending and Speaking:

Kaitlin Johnston – Hanover County Resident  
Jessica McLane – King William County Resident  
Kristin Holte – Hanover County Resident  
Leigh Lawson – Hanover County Resident  
Sharon Landrum – King William County Resident  
Christy Schumacher – Hanover County Resident  
Ann Zweckbronner – Hanover County Resident  
Pat Jordan – Hanover County Resident  
Peggy Lavinder – Hanover County Resident  
Catherine Bruce – Caroline County Resident

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

Hanover County Staff Attending:

Jim Taylor, Hanover County Deputy Administrator

**1. Call to Order/ Welcome**

Chair T. Simpkins called the meeting to order at 10:00 a.m. and welcomed all BOT members and visitors who were in attendance.

**2. Consideration of Agenda Amendments**

Amendments to the agenda were:

- T. Shepley asked that the FY2022 Audit Update be removed since information needed did not come in from the auditor. He asked that the item be replaced with the FOIA Policy.
- B. Young asked that the Governance Training by Board members be added to the Old Business.

### **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.

#### Kaitlin Johnston – Hanover County Resident

K. Johnston stated that she supports free access to the libraries. She said that she attended the June 23, 2023, King William County Board of Supervisors' meeting and that she supports T. Shepley, the libraries' work, and free access to information. As a teacher, she stated that information should not be hidden so that the next generation can get the information they need. K. Johnston said that if parents are concerned about the books their children get, the parents need to vet the books. She quoted J. F. Kennedy about libraries being the guardian of the Bill of Rights.

#### Jessica McLane – King William County Resident

J. McLane addressed the budget for PRL. She stated that the taxpaying citizens of King William County have been disrespected by the PRL budget and that King William County has been taken for a ride by T. Shepley. Looking at statistics of library usage, she said that King William County's activity schedule is dismal. She stated that the facilities in King William are not at the same level as other PRL libraries. She made a specific comparison of the King William County libraries' facilities and the Mechanicsville Branch Library facility where the meeting was being held and said that King William is being charged more than twice for what King William is getting. J. McLane tasked the BOT to do their due diligence.

#### Kristin Holte – Hanover County Resident

K. Holte wore a sign that said "Stop Grooming our Children" and stated that she was standing up for our children. She said that Hanover County School Board has passed a library policy banning books containing sexually explicit content. She stated that our children are not for sale and that we must stop the grooming of our children. She said she was unhappy that PRL celebrated Banned Books week in September 2022. She stated that there will be a new movie coming out next week titled Sound of Freedom that all should see. K. Holte stated that all should guard against pedophilia.

#### Leigh Lawson – Hanover County Resident

L. Lawson stated that inaction is really action and by a lack of action by the BOT, the BOT is allowing pornography in the libraries and they are making our children vulnerable. She stated that she had researched studies that have been done about exposure to pornography. The studies

she found show that viewing pornography increases individuals performing sexual abuse. The studies also showed that internet pornography damages mental and emotional health. L. Lawson said as a child she frequently went to the library with her father and could go anywhere she wanted to go in the library. She stated that she would not take a child to a library as long as there is pornography there. She also said that she is willing to go to the Governor of Virginia to make sure this is addressed.

#### Sharon Landrum – King William County Resident

S. Landrum complimented the statements made by Board members B. Young and R. Martin at the June 14, 2023, Executive Committee Meeting. She stated that she was pleased that they shared information that they had received from the Hanover County Attorney's Office that gave the definition of pornography and the exceptions to First Amendment freedoms for child pornography. She also stated that she was not pleased that Board member J. O'Connor refused to protect children. S. Landrum brought enlarged visuals of pages from four books that are in the Youth section of the Pamunkey Libraries. She stated that the visuals were, in her opinion, pornography. She asked what the differences were between what were in the four books from the Youth section and Playboy or Hustler magazines. She stated that PRL currently has no regard for children's safety or for the laws that the Hanover County Attorney's Office has shared.

#### Christy Schumacher – Hanover County Resident

C. Schumacher asked the question, "Who determines where books are placed?" She then stated that she had submitted a Request for Reconsideration form for the book *Sports Shorts: 52 Stories of Faith from All-Star Believers* by Del Duduit. She passed out copies to Board members of the response letter she received back from T. Shepley to her Request for Reconsideration. She stated that the book in question is currently in the Juvenile non-fiction section at PRL and that her Request for Reconsideration was that the book be moved to the Young Adult section based on its content which she felt was more directed toward 13-18 year-old readers. She said she was very surprised that in the letter from T. Shepley it said that placement of the book in the Juvenile collection required "additional judgement" because she had been told by T. Shepley that all book selections and placements by PRL followed the guidelines listed in the Collection Policy and that no personal judgement for selection or placement was ever used. She felt the refusal to move the placement of the book in question was a subjective decision.

#### Ann Zweckbronner – Hanover County Resident

A. Zweckbronner thanked the Board for her time to speak. She stated that she was a life-long reader and was a person with undiagnosed ADHD. She said that librarians worked very hard to get where they are. She said she has three children and her oldest daughter was a high level reader and read every book she checked out. This daughter read the Harry Potter series but she as a parent stopped her reading the series after the third book because she realized the fourth book contained a great deal of violence. She stated that it is up to the parents to determine what is appropriate for their children to read.

#### Pat Jordan – Hanover County Resident

P. Jordan stated that she found it hard to understand why people push their opinion on others. She stated that for many years the library was okay and now everything is not okay. She said she thinks it must be because it's being pushed at us and is being taken over by a small group of people who want to take over. She described a trip to Boston recently with her family and taking an excursion called a Salem Witch Hunt. She stated that it describes what Hanover County is currently on and it might be too late if folks let it continue.

#### Peggy Lavinder – Hanover County Resident

P. Lavinder stated that she came to the meeting as a patriot and an advocate and said that she has never been handed sexually explicit materials, but that she is being called a pedophile because she touts the freedom to read. She described a Republican Candidate in her district who is running a campaign to get rid of PRL. P. Lavinder stated there is no pornography in the libraries but there are sexually explicit things in the library. She said it is up to the parent to decide what their child reads.

#### Catherine Bruce – Caroline County Resident

C. Bruce stated that she is not a resident of any of the PRL Counties, but she does have a library card. She said that all the visuals shared by a previous speaker should be in the adult section. She said she wanted people to be informed and enriched, and stated that people can have different ideas and still be informed.

## **4. Consent Agenda**

The items on the Consent Agenda were:

- A. January 2023 Board meeting minutes
- B. May 2023 Board meeting minutes
- C. May 2023 Board financial report
- D. May 2023 Warrants
- E. Adoption of the updated BOT FY2024 meeting schedule
- F. Adoption of PRL FY2024 scheduled closings

**MOTION:** A motion was made by B. Young that the January 2023 Board meeting minutes be pulled from the Consent Agenda since there is still a place where information is needed. The motion was seconded by J. O'Connor and passed by the BOT.

**MOTION:** J. Edwards made a motion to approve the Consent Agenda items with the January 2023 minutes pulled out for final correction and with the amendment to the May 2023 minutes. The motion was seconded by M. Smith. B. Young asked what amendment to the May 2023 minutes was J. Edwards referring to in the motion. He stated that M. Shipman had sent an amendment to B. Young the evening before the meeting requesting an edit. B. Young explained that she had responded to M. Shipman's email. In that email M. Shipman had requested that on page 4 of the May minutes, paragraph 7; that the last sentence end after Simpkins and delete "and that the final letter would be reviewed by Board members before it was sent to Hanover." B. Young stated that in her response to M. Shipman's email, she had explained that the statement

she asked to be removed was in the original handwritten minutes from the May meeting and should not be removed since it was stated at the meeting. After lengthy discussion, J. O'Connor suggested we possibly amend the motion on the floor.

Before the amended motion was complete, R. Martin asked that we also revise the BOT FY2024 meeting schedule by moving the July 2023 scheduled meeting to August 2023.

J. Edwards agreed to revising the motion.

**REVISED MOTION:** J. O'Connor made a motion to pull out the January 2023 minutes, the BOT FY2024 meeting schedule, and the May 2023 minutes, and approve the amended Consent Agenda. J. Edwards seconded the motion. There was a call for a roll call vote.

J. O'Connor – yes  
B. Sensabaugh – yes  
M. Shipman – no  
T. Simpkins – no  
R. Martin – yes  
M. Smith – yes  
J. Edwards – yes  
B. Young – yes

The motion passed.

## **5. Old Business**

### **A. New FOIA Policy**

T. Shepley distributed the document “Rights & Responsibilities: The Rights of Requesters and the Responsibilities of Pamunkey Regional Library under the Virginia Freedom of Information Act” to the Board.

T. Shepley explained that he had used the boiler plate for this document from the State and the fee schedule on page 5 of the document follows Hanover County’s fee schedule.

T. Shepley explained that no agency is required to produce a document that is protected for personal privacy. There are many exceptions documented by the State. Library records are one of the items that is exempted from FOIA. He gave an example that in a divorce, the library record of what a person had checked out was exempted from FOIA.

**MOTION:** J. Edwards made a motion to approve the FOIA Policy document presented by T. Shepley. J. O'Connor seconded the motion and the motion passed.

### **B. Personnel Committee**

B. Sensabaugh, Vice Chair of the Personnel Committee, presented the nominations for the FY2024 BOT officers as follows:

Mary Shipman – Chair  
Joe O’Connor – Vice Chair  
Barb Young – Secretary  
Tom Shepley - Treasurer

Elections for the FY2024 BOT officers will be conducted at the next BOT meeting.

J. Edwards asked how R. Martin became a member of the Executive Committee. B. Young explained that she had asked him to serve to replace J. May as the Hanover representative on the committee since J. May had to resign from the BOT effective May 24, 2023, due to personal reasons. J. Edwards said that his selection did not follow BOT protocol since he had not been approved by the BOT.

**MOTION:** J. Edwards made a motion to have R. Martin serve on the Executive Committee as Hanover’s representative until the Personnel Committee meets. The motion was seconded by M. Smith and passed by the BOT.

**MOTION:** B. Sensabaugh, Vice Chair of the Personnel Committee, moved that the Board of Trustees enter into closed session pursuant to Virginia Code §2.2-3711(A)(1) for discussions or consideration of the performance and/or compensation of the Library Director. The motion was seconded by R. Martin. The roll call vote was as follows:

J. O’Connor – yes  
B. Sensabaugh – yes  
M. Shipman – yes  
T. Simpkins – yes  
R. Martin – yes  
M. Smith – yes  
J. Edwards – yes  
B. Young – yes

The motion passed. T. Shepley and all visitors and staff left the meeting during the closed session.

Pursuant to the motion, the Board convened in closed session at 11:00 a.m.

Returning to open session, the BOT certified that to the best of each member’s knowledge, only public matters lawfully exempted from open meeting requirements under FOIA and only such public business matters as were identified in the motion by which the closed meeting was convened were heard.

**MOTION:** The certification motion was made by R. Martin at 11:20 a.m. and was seconded by J. Edwards. The following roll call vote was then taken.

J. O'Connor – yes  
B. Sensabaugh – yes  
M. Shipman – yes  
T. Simpkins – yes  
R. Martin – yes  
M. Smith – yes  
J. Edwards – yes  
B. Young – yes

The motion passed and the BOT returned the meeting to open session. T. Shepley, and visitors and staff returned to the meeting.

T. Simpkins brought the regular BOT meeting back into session at 11:25 a.m. She then asked B. Sensabaugh, Vice Chair of the Personnel Committee, to give a statement about the actions approved during the closed session.

**MOTION:** B. Sensabaugh, as Vice Chair of the Personnel Committee, made a motion to recommend that the PRL BOT approve a 7% merit increase in salary for Tom Shepley, Pamunkey Regional Library Director, for FY2024. The motion was seconded by J. Edwards. There was a call for a roll call vote which was as follows:

J. O'Connor – yes  
B. Sensabaugh – no  
M. Shipman – yes  
T. Simpkins – yes  
R. Martin – no  
M. Smith – yes  
J. Edwards – yes  
B. Young – no

The motion passed.

### **C. FY2024 Budget Update and Consideration for Approval**

T. Shepley distributed the proposed FY2024 Budget to the Board. He explained that no PRL budget has been received from King and Queen County as of our meeting. T. Shepley said he will send a letter to King and Queen County asking them to reply with a budget number by July 23, 2023.

T. Shepley explained that the formula for State aid is based on the support by local funding; the better the local funding, the more State aid provided.

J. O'Connor asked who owns the facilities for each of the libraries in PRL. T. Shepley answered that PRL does not own any bricks and mortar. Each jurisdiction is responsible for their actual building(s). Any change in location of a branch is up to the county. PRL often works with the counties when new facilities are proposed to help them complete it.

**MOTION:** J. Edwards made a motion that the Board approve the FY2024 budget as amended. J. O'Connor seconded the motion and the motion passed.

#### **D. Move July 2023 BOT Meeting to August 2023**

R. Martin suggested that the July 2023 BOT meeting be moved to August 2023 since many folks are on vacation in July and schools in the counties now start in mid-August so an August 23, 2023 BOT meeting would work well.

**MOTION:** R. Martin made a motion to change the July 26, 2023, BOT meeting to August 23, 2023, and approve the remaining FY2024 BOT Meeting Schedule. The motion was seconded by J. O'Connor and passed.

#### **E. Governance Training**

T. Simpkins presented the Governance training on the "Trustee Responsibilities & Board Organization."

### **G. New Business**

#### **1. Response to Customer Complaint**

T. Shepley described the response to the Request for Reconsideration form that was submitted by Christy Schumacher. In the request, Ms. Schumacher has asked that the Book, *Sports Shorts: 52 Stories of Faith from All-Star Believers* by Del Duduit be moved from the Juvenile section to the Young Adult section of the libraries. T. Shepley said that the decision was made to not move the book.

T. Shepley also referred to the two Requests for Reconsideration forms that were received from Sharon Landrum via email to all the Board members. T. Shepley stated that the two forms have not yet been reviewed since they were just received.

B. Young asked if T. Shepley could describe the process used when a Reconsideration form is received. T. Shepley said it is very similar to the purchase process. He looks for anything that has changed to the original purchase and placement of the book. If not, then no change will be made. He also stated that no work on the Reconsideration form responses takes place at the library level. All decisions are made by him.

T. Simpkins said that part of the requests from Ms. Landrum asked if the form will be put online. T. Shepley said that this may happen in the future.



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

T. Shepley gave the Library Director Report.

1. Work is being done on staff evaluations for FY2023.
2. A process for raises for staff has been completed.
3. All staff are keeping up with the daily library and administration business.
4. Working with the departure of King and Queen County from PRL continues.
5. T. Shepley has worked with the Reconsideration forms that have been submitted.

Several comments were made by Trustees.

1. J. Edwards asked that the BOT receive documents for our meetings ahead of time so that there is time to review them before the meeting.
2. J. O'Connor asked that a microphone be placed at the podium for future meetings.
3. J. Edwards suggested that we consider having the Board secretary come from staff in the future.

## **8. Adjournment**

The July 2023 BOT meeting has been changed to a meeting in August and will be held on August 23, 2023, at 10:00 a.m. The location will be announced as soon as it is arranged.

**MOTION:** Having completed the business of the PRL BOT, J. O'Connor moved that the meeting be adjourned. J. Edwards seconded the motion and the motion passed.

Chair T. Simpkins adjourned the meeting at 11:55 a.m.

Respectfully submitted,

Barbara Young  
PRL Board of Trustees' Secretary