

PAMUNKEY REGIONAL LIBRARY

Executive Committee Meeting Minutes
June 14, 2024 Ashland Library

The meeting was called to order at 10 AM by Chair Barbara Young.

MINUTES OF LAST 2 MEETINGS: There was a motion by Tricia Simpkins to approve the minutes of the Executive Committee meetings for February 17, 2023 and March 8, 2023. Seconded by B. Sensabaugh. All approved.

KING & QUEEN LIBRARY STATUS:

Director Shepley provided an update on the King & Queen Library status. During a virtual meeting with their BOS and County Administrator and Tom, the administrator, Ms. Seay, expressed interest in having more time to transition out of PRL including continuing to operate through 2024 fiscal year. However, Director Shepley said there are a lot of questions about how much K&Q can pay to maintain current level of service. He feels that based on present funds, the library could remain open for about 9 months. There are a lot of “ifs” in this situation and we will have to keep a watchful eye for now.

RESPONSE TO HANOVER:

The letter from the Chair of the PRL BOT was sent to Hanover last week. B. Young expressed her objection to the letter having been sent without the review and approval of the entire BOT. She read the minutes from the last BOT meeting where it was agreed all trustees would submit comments to T. Simpkins for compilation and presentation. B. Sensabaugh also expressed concern that she never saw a copy of the letter until today. T. Simpkins said she had taken comments she had received and drafted the letter and thought she had approval to send it out.

COLLECTION POLICY PROPOSALS:

B. Young presented a revised proposal for PRL Board Advisory Material Review Committee. R. Martin expressed his support. J. Connor feels this is an operational issue and it is not within the function of the BOT. He expressed his opinion that the BOT passed an updated Collection Policy in March and we need to see how that works before we take any further action. B. Young stated that we need to give parents more options. J.

Connor says this is censorship and we need to let present policy work first. B. Young emphasized that the committee would only make a recommendation and R. Martin asked what downside there could be to having such a committee.

B. Young made a motion to see if the proposal would go before the full BOT. T. Simpkins seconded. B. Young voted aye. T. Simpkins and M. Shipman voted nay. Motion dies.

B. Young presented a first draft of a Guideline for Reconsideration form. She explained this would give the BOT a way of being kept aware of what books are being challenged and to see if any patterns can be established. T. Shepley said the forms are being kept in accordance with library procedures and if the BOT wants a report of all reconsideration forms, he can do so at our meetings. T. Shepley said there have been 4 reconsideration requests in the last 5 years.

FY2024 BUDGET

T. Shepley handed out the proposed FY2024 budget. The biggest question right now is whether K&Q will continue to contribute. Their shared expense is \$93K and anything over that would operate the branch.

BOT 2024 MEETING SCHEDULE

B. Young handed out the proposed schedule. R. Martin asked if there were any way for a trustee to appear virtually. T. Shepley said it would be challenging and J. Edwards added that there are a lot of rules that would have to be satisfied.

BOT EXECUTIVE COMMITTEE MEETING SCHEDULE

Handed out. Locations TBD.

BRANCH CLOSING SCHEDULE:

Handed out.

NEW FINANCE COMMITTEE:

J. Edwards will be chair of FC. It was decided the FC was needed because it has not worked out to try to combine finance with the EC. M. Smith also pointed out that Finance needs time and attention of a dedicated committee. Members of the committee to be determined once full board is in place July 1.

SIGNAGE IN LIBRARY:

B. Young asked whether there is signage to direct parents/patrons to the NovaList website. T. Shepley said that NovaList is an electronic resource available from any device. There is no separate station for it at a library.

GOVERNANCE TRAINING:

B. Young wants the monthly training to continue. We have only done one so far. She will need for each Trustee to take a topic and month to present.

SELF EVALUATIONS:

B. Young reported that 5 trustees responded. She will send a compilation of comments to BOT by email. She said that the responses showed patterns of places where we all agree that we need education and tools to support our role.

Meeting adjourned by acclamation at 11:00 AM.

Respectfully submitted,

Barbara B. Sensabaugh
Acting Secretary
Executive Committee