

Minutes

Library Board of Trustees
Regular Meeting – September 21, 2023

J. Robert Jamerson Memorial Library
157 Main Street
Appomattox, VA 24522
(434) 352-5340

Members Present

Hope Adams
Madeline Abbitt
Brandon Barney – Vice Chairperson
Evelyn Ford - Chairperson
Susan Williams

Library Staff Present

Katharine Bloodworth – Interim Director
Martha Charte – Technology Services Specialist

Others Present

6 members of the public

Call to Order

Evelyn Ford called the September 21st Library Board meeting to order at 4:00pm.

Acceptance of previous agenda / minutes

Katharine Bloodworth had emailed the Library Board a copy of the July Agenda and Minutes, and a copy of the August Training Session Minutes before the September meeting, and provided a physical copy of the above-mentioned agenda and minutes at the meeting for review.

Brandon Barney made a motion to accept the July Agenda with no changes, the motion was seconded by Susan Williams.

The Vote is as follows:

Hope Adams – aye
Madeline Abbitt – aye
Brandon Barney – aye
Evelyn Ford – aye
Susan Williams – aye

Evelyn Ford stated that the vote carried and the Agenda is accepted.

Brandon Barney made a motion to accept the July Minutes with no changes, the motion was seconded by Susan Williams.

The Vote is as follows:

Hope Adams – aye
Madeline Abbitt – aye
Brandon Barney – aye
Evelyn Ford – aye
Susan Williams – aye

Evelyn Ford stated that the vote carried and the Minutes are accepted.

Susan Williams made a motion to accept the August Training Session minutes with no changes, the motion was seconded by Brandon Barney.

The vote is as follows:

Hope Adams – aye
Madeline Abbitt – aye
Brandon Barney – aye
Evelyn Ford – aye
Susan Williams – aye

Evelyn Ford stated that the vote carried and the Minutes are accepted.

Librarian's Report

Katharine Bloodworth stated that the Library has been seeing an increase in program participation.

Financial Report

Katharine Bloodworth provided the Library Board with a copy the Library's spending, and the additional increase in the FY 2024 State Aid Budget. She explained how this increase would be an opportunity to provide and improve upon library services with streaming, new computers, and other such items. The Library Board would like to have a meeting with Kim Armentrout from the Library of Virginia to go over the spending of the State Aid budget and to invite the County Administrator to join in a discussion about spending the budget. Katharine Bloodworth will email Ms. Armentrout and CC the Library Board members.

Unfinished business

Katharine Bloodworth gave an update on the search for a new certified Library Director. She has posted the job on several hiring sites, but as of this date no qualified applicants have submitted an application.

New Business

The Library Board expressed the need to have several committees to better facilitate the needs of the Library Board and Library.

Hope Adams and Susan Williams have volunteered to form a Hiring Committee to help in the search for a certified Library Director. Katharine is to forward all emails concerning the hiring of a Director to Ms. Adams and Ms. Williams, and to report to them any progress she has made.

Brandon Barney and Evelyn Ford have volunteered to form a Policy Changes Committee to address the updating the policy manual and address the following concerns;

Putting the Policy Manual in order
Updating the Policy Manual's language
General Policy Manual Changes
Citizen Comment Period – the need for
Collection Policy
Reconsideration Policy
Code of Ethics

Board Comments

Evelyn Ford brought up concerns about the need to update the handling of reconsideration of materials and that we need to follow current policy until any changes to this policy have been made. Mrs. Bloodworth will write a standard letter giving reasons why or why not a decision has been made, put the portion of the policy in the letter, and an invitation to dispute the decision within 30-days.

The Library Board would like to update the policy manual and how to find it on the Library's website by putting a tab on the top of the home page to make it easier to find, and keep it updated.

The Library Board would like approved Library Board Meeting minutes made public by placing them on our website, in PDF format so that anyone can have access to them in an easy to find manner.

Susan Williams made a motion to meet every month and revisit the need for monthly meeting at the January 2024 meeting, Hope Adams seconded the motion.

The vote is as follows:

Hope Adams – aye
Madeline Abbitt – aye
Brandon Barney – aye
Evelyn Ford – aye
Susan Williams – aye

Evelyn Ford stated that the vote carried.

Adjournment of the Meeting

Susan Williams made the motion to adjourn the meeting, and seconded by Brandon Barney.

The vote is as follows:

Hope Adams – aye
Madeline Abbitt – aye
Brandon Barney – aye
Evelyn Ford – aye
Susan Williams – aye

Evelyn Ford stated that the vote carried and the meeting was adjourned.

The next Library Board meeting will take place on October 19, at 4:00pm in the conference room of the J. Robert Jamerson Memorial Library, located at 157 Main Street, Appomattox, VA.