

WRL Board of Trustees

Minutes of Board Meeting of February 28, 2007 Conference Room, James City County Library

Present: Board Members Susan Geary, Tory Gussman, Sarah Houghland, Mary Norment, Bill Porter, Phil Serra, Jean Van Tol, Jack Willis; Library Director John A. Moorman; Library Assistant Director Genevieve Owens; Library Staff Noreen Bernstein, Benjamin Goldberg, and Christine White. Absent was Board Member Michael Fox.

Call to Order: Chair Willis called the meeting to order at 3:36 p.m.

Approval of January 24, 2007 Minutes and Work Session Minutes: Mr. Willis asked for any corrections or additions to the minutes of the work session. There being none, Ms. Gussman moved to approve the minutes as written; all approved. Mr. Willis asked for additions or corrections to the regular meeting minutes. The minutes should be corrected to reflect Ms. Houghland's attendance at the regular meeting. Ms. Van Tol moved to accept the minutes as corrected; all approved.

Chair's Report: A nominating committee will not be formed this year since current officers are in the first year of a two-year term. The Executive Committee will meet in May to plan for the Library Director's evaluation.

Recognition Committee: The Recognition Committee, composed of Susan Geary, Benjamin Goldberg, Caroline O'Brien, Genevieve Owens, and Margaret Toscano, submitted recommendations for award categories and criteria recognizing staff achievement. The Excellence awards recognize achievement in: service, innovation, collaboration, and daily operations. A special Director's Citation will also be offered for those achievements that fall outside the criteria for the Excellence awards but should be recognized. A certificate, a personal day, and a luncheon will accompany the awards. In 2007, the awards will be presented at the annual Staff In-Service Day. With the Board's review and approval, the Recognition Committee will seek staff review of the recommendations. The Board agreed.

The Board will recognize staff during National Library Week, April 15-21, 2007.

Youth Services Division Report – Noreen Bernstein: Ms. Bernstein thanked the Board for inviting her to speak about the Youth Services Division. Staff members provide many services including: Readers' Advisory, story time programming, and author visits. Programming is research-based, and the staff strive to make it entertaining and motivational. In addition, staff members work with community organizations to promote and improve literacy. Although preschool initiatives are the community-wide focus at the moment, there are many programs for older youth including the Beacon of Freedom, Summer Reading, and the Battle of the Books.

The Division is developing various programs and author visits including those for Jamestown 2007. Ms. Bernstein noted the success of the Division is due to a good staff, a good library, and a supportive community. The Board expressed their continued appreciation for the Youth Services Division.

Director's Report:

Action Item: Resolution Space Needs/Facility Study: The Board received the final revision of the Space Needs/Facility Study and discussed the formal recognition of the report. Ms. Gussman moved to approve the resolution. The Board approved the following resolution:

Be It Resolved, that at its February 28, 2007 meeting, the Board of Trustees of the Williamsburg Regional Library accepts the three-part Space Needs/Facility Study report from PSA Dewberry. This three-part report will serve as a core document in future library facilities planning.

The resolution will be conveyed to Williamsburg City Council and James City County Supervisors; final reports will be provided.

Action Item: Policy Review – Safe Child: The management team reviewed the policy and corrected punctuation; otherwise, no changes were submitted. Mr. Porter moved to accept the Safe Child policy as corrected; all approved.

Action Item: Policy Review – Unattended Children: Dr. Moorman provided clarification on corrections and additions to the policy. After discussion, Mr. Porter moved to accept the Unattended Children policy as presented; all agreed.

Dr. Moorman stated the policy review schedule would need to be adjusted to accommodate the recent adoption of the Internet Filtering Bill effective July 1, 2007. Library policies will need to be changed prior to this time. He will update the Board as more information becomes available.

Dr. Moorman briefed the Board on his attendance at the Policy Committee meeting, a sub-committee of James City County's Planning Commission. Ms. Norment moved the Board submit a response on discussed topics to the appropriate persons; all agreed.

Dr. Moorman stated current suggestion and response cards are inefficient. A new process will allow him to respond personally to questions when contact information is provided. Summaries of questions and answers, without identifying information, will be posted periodically. Ms. Gussman suggested having a question of the month.

The Library's partnership with Backstage Productions will end in August 2007. The group's growth has outpaced the Library's ability to support it. Tressell Carter and Tracy Evans from James City County Neighborhood Connections helped facilitate an agreeable outcome.

Finance Report: Dr. Moorman discussed the report and answered questions.

Meeting Adjourned: There being no further business, Ms. Geary moved the meeting adjourn at 5:05 p.m.; all approved. The next meeting is scheduled at 3:30 p.m., March 28, 2007, Theater Stage, Williamsburg Library.

Respectfully submitted,

Christine White