

WRL Board of Trustees

Minutes of Board Meeting of March 28, 2007

Theatre Stage, Williamsburg Library

Present: Board Members Michael Fox, 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; Finance Director Carrie Binsfeld; Administrative Services Coordinator Christine White.

Call to Order: Chair Willis called the meeting to order at 3:32 p.m.

Introduction of Guests: Rebecca Jenkins and Maura Mondelli, students at William & Mary, are observing the Board meeting as part of a graduate course.

Approval of February 28, 2007 Minutes: Mr. Willis asked for any corrections or additions to the minutes of the February 28, 2007 meeting. There being none, Mr. Porter moved to accept the minutes as written; all approved.

Chair's Report: Mr. Willis, Ms. Geary, and Ms. Houghland attended the FY 2008 budget hearing of the Williamsburg City Council. The Library continues to be well received by the City Council.

Adult Services Division Report – Barry Trott: Mr. Trott thanked the Board for asking him to speak about the Adult Services Division.

Adult Services staff members focus most of their energy in three areas: direct service to the public, collection development, and programming. The librarians directly serve users through research and Readers' Advisory. Research questions are answered face-to-face, by phone, through e-mail, or by teaching users about the databases available through the Library. Book displays, the "Looking for a Good Book" and Gab Bag programs, and a book review blog (coming in April) are used in Readers' Advisory. Nationally, the "Looking for a Good Book" and Gab Bag programs have been modeled by other libraries.

Staff members continuously select, maintain, update, and refurbish materials as a part of collection development. Programs such as Third Thursdays, the Thursday film series, and author visits are just some of the programs offered by the Adult Services staff.

The Adult Services Division is committed to finding the best way to blend traditional library services with innovation. Mr. Trott thanked the Board, Dr. Moorman, and Ms. Owens for their commitment to professional development. This allows staff to gain and share knowledge and resources on state and national levels and is a testament to the quality of work produced.

Mr. Willis thanked Mr. Trott for his presentation and congratulated him on his recent national awards.

Director's Report: Dr. Moorman reported the City Council meeting went very well. He will attend the James City County Board of Supervisors meeting on April 10, 2007 to express thanks for their continued support and to indicate that in the upcoming months WRL will appear at a scheduled work session to update the Board on Library programs and services.

Approved as written 4/25/07

Due to increased disruption at the Library, the Williamsburg Police will begin occasional walkthroughs to help alleviate disturbances. Mr. Willis noted the actions would help deter unacceptable behavior and show it is not tolerated in the Library.

Action Item: Policy Review – Behavior: The Board discussed the policy as presented. They removed "user" from the title and removed, "users to engage in or have the following in our facilities" from the first paragraph. Mr. Fox moved to accept the policy as amended; all approved.

Action Item: Policy Review – Revocation of Library Privileges: Dr. Moorman answered questions about instances of revocation of library privileges. The Board discussed fairness, consistency, and proof when revoking privileges. Item two was simplified to read, "*Failure to abide by the Library's Behavior policy.*" Mr. Fox moved to accept the policy as amended; all approved.

Action Item: Policy Review – Internet: After discussion of the filtering legislation and proposed Internet policy, Ms. Houghland moved to adopt the policy with the following amendments. The first sentence should read, "In keeping with *its* commitment to *users...*" The third paragraph should begin with, "*In accordance with Virginia Code § 42.1-36.1...*" The final sentence should read, "Violations of this policy will result in *the revocation of library privileges.*" All approved adopting the Internet policy as amended.

Finance Report: Ms. Binsfeld discussed the February financial statement and answered questions presented by the Board.

Action Item - Fund Balance Policy: The Board amended the policy as follows: replace "catastrophic event" with "*financial exigency*" under item one, remove "for up to the next three years" under the first bullet of item two, and remove "at their discretion" from bullet four of item two. Following discussion, Ms. Geary moved to adopt the Fund Balance policy as amended; all approved.

Action Item – Appropriate Fund Balance: After discussion of submitted projects and improvements, Mr. Porter moved to appropriate \$284,117.00 to the Fund Balance; all approved.

Meeting Adjourned: There being no further business, Mr. Willis moved the meeting adjourn at 5:26 p.m.; all approved. The next meeting is scheduled at 3:30 p.m., April 25, 2007, Schell Meeting Room, Williamsburg Library.

Respectfully submitted,

Christine White