

## Approved as written 9/24/08.

### WRL Board of Trustees

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#### **Minutes of Board Meeting of June 25, 2008** **Schell Room, Williamsburg Library**

**Attending Were:** Board Members Michael Fox, Susan Geary, Tory Gussman, Sue Mellen, Mary Norment, Phil Serra, Jean Van Tol, and Jack Willis; Library Director John A. Moorman; Staff Members Carrie Binsfeld, Patrick Golden, Genevieve Owens, and Christine White. Absent was Sarah Houghland.

**Call to Order:** Chair Willis called the meeting to order at 3:30 p.m.

**Approval of Meeting Minutes April 23, 2008:** Mr. Willis asked for any additions or corrections to the minutes. There being none, Mr. Fox moved to approve the minutes as written; all approved.

**Chair's Report:** Mr. Willis thanked Tory Gussman for her eight years of service as a trustee and read a resolution honoring her retirement. Mr. Willis presented a framed copy of the resolution and a gift to Ms. Gussman.

Ms. Gussman thanked the Board for their kind words and offered a few words about the library and her time as a board member. The library has a long precedent in the community and is well supported by local government, the community, and the Friends and Foundation. In addition, it has the benefit of excellent leadership from the Board and the library director. Staff intellect, commitment, skill, creativity, and kindness are key attributes to the library's success. Ms. Gussman is confident the library will continue to build upon its tradition of excellence by planning for the future and following its mission and goals.

Mr. Fox expressed how honored he has been to serve with Ms. Gussman on this board and his sadness at her retirement. He moved to adopt the resolution honoring Ms. Gussman; all agreed. A copy will be sent to the appropriate governing bodies and attached to these minutes.

**Nominating Committee:** Ms. Gussman, Ms. Norment, and Mr. Serra served as the nominating committee; Ms. Gussman presented the proposed slate of officers.

- **Chair** – Michael Fox
- **Vice-chair** – Susan Geary
- **Secretary** – Jean Van Tol

Mr. Willis called for additional nominations from the floor. Being none, he moved to approve the slate as presented; all approved.

**Strategic Plan Review Committee:** Ms. Owens presented the final report of the Strategic Plan Review Committee. This report encompasses the recommendations offered by the Board at previous meetings. Mr. Fox inquired how the final report would be utilized and Dr. Moorman stated he will incorporate it in his Director's goals as well as presenting it to the public via the Director's Blog and the library website. Ms. Van Tol moved to approve the final report; all agreed.

#### **Director's Report:**

- **Action Item: Policy Review - Internet Policy-** Dr. Moorman discussed the previous and current revisions to the policy and the need for a firm statement concerning possible prosecution. He answered questions about filtering for the Board. The Board recommended the end of the fourth paragraph read, "...to

disable or otherwise bypass the **technology protection** measure to enable access for any lawful purpose." After discussion, Mr. Willis motioned to approve the policy as amended; all approved.

- **Action Item: Policy Review – Behavior-** As a result of a recent occurrence, Dr. Moorman recommended an addition to the Behavior policy concerning appropriate attire. Mr. Serra questioned behavior policies at other libraries and how they address this matter. After discussion Mr. Fox recommended the following statement, "Insufficient attire. Shirts and shoes are required." Ms. Geary moved to approve the policy as amended; all approved.

The James City County Board of Supervisors has adopted the budget. Ms. Binsfeld is transitioning from the FY 2008 to the FY 2009 budget. The ad hoc subcommittee for FY 2010 library planning will begin meeting in July. The committee includes Mr. Fox, Ms. Van Tol, Mr. Willis, Dr. Moorman and other library staff.

Dr. Moorman answered questions about staff reports and commended the Friends for providing support for the Alexander Hamilton exhibit and to Mr. Golden for coordinating the many events for this exhibit, which opens June 26, 2008. Dr. Moorman reviewed the monthly statistics, discussed the factors that affect them, and answered questions.

**Finance Report:** Ms. Binsfeld discussed the May report. Dr. Moorman and Mr. Serra have reviewed and approved budget transfers for FY2008. Mileage reimbursement will increase from .505¢ to .585¢ per mile.

**Closed Meeting:** Ms. Geary moved the Board go into a Closed Meeting pursuant to Section 2.2-3711(A)(1) of the Code of Virginia to discuss matters of (1) personnel involving the annual evaluation of the Library Director. The motion was approved. The Board began discussion at 4:45 p.m. and concluded at 5:50 p.m.

At the conclusion of the Closed Meeting, Mr. Willis moved Certification of the Closed Meeting as follows:

Whereas, the Williamsburg Regional Library Board of Trustees has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Code of Virginia; and

Whereas, Section 2.2-3711(A)(1) of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

Now, therefore, be it resolved that the Williamsburg Regional Library Board of Trustees hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Williamsburg Regional Library Board of Trustees.

The motion passed with all voting in the affirmative.

Chair Willis reported the Board discussed the annual evaluation of Library Director John A. Moorman.

**Meeting Adjourned:** The meeting adjourned at 5:51 pm; all approved. The next regular meeting will be Wednesday, September 24, 2008 in the Schell Room at Williamsburg Library.

Respectfully submitted,

Christine White