

WRL Board of Trustees

**Minutes of Board Meeting of May 28, 2008
Schell Room, Williamsburg Library**

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

Call to Order: Chair Willis called the meeting to order at 3:31 p.m.

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

Chair's Report: Mr. Willis attended a meeting of the Williamsburg Regional Library Foundation Board as well as a meeting with York County Administrator Mr. McReynolds, Dr. Moorman and Mr. Fox.

Ms. Gussman, Mr. Serra and Ms. Norment were appointed to the nominating committee; Ms. Gussman will serve as chair. The Board has begun the evaluation process of the library director for the June meeting.

Strategic Plan Review Committee: Ms. Owens explained that the revised report being presented incorporates the Board's feedback from the April meeting in conjunction with library staff responses to the report.

The Board discussed the revisions and made recommendations for minor corrections to grammar and language. The final report will be submitted for approval at the June meeting.

Director's Report:

- **Action Item: WRL Holiday Closing Schedule-** Dr. Moorman presented the proposed FY2009 holiday closing schedule, which is consistent with the Holiday Closing policy, to the Board. Mr. Willis called for a vote to approve the policy as presented; all approved.
- **Action Item: Policy Review – Meeting Rooms-** Dr. Moorman presented the policy as written and requested the Board's reaffirmation. Mr. Fox moved to reaffirm the policy; all approved.

Dr. Moorman updated the Board on James City County's FY2009 budget, the meeting with Mr. McReynolds, and comments he has received from library users concerning the changes to the eligibility of the summer reading program. Dr. Moorman expressed his appreciation for library staff during this transition in the summer reading program. He also congratulated Ms. Binsfeld on her acceptance into the Leadership Historic Triangle program.

Dr. Moorman applauded Noreen Bernstein for coordinating Ron Fairchild's presentation on the Library's summer reading study to the Williamsburg-James City County School Board. The school board was very responsive to the presentation.

In response to the Board's follow-up questions on monthly staff reports, Dr. Moorman stated the report on recommendations on service to middle school age users is being finalized and will be presented to the Board for their approval.

Mr. Golden distributed brochures advertising the "Alexander Hamilton: The Man Who Made Modern America" exhibit which will be at the James City County Library from June 26-August 8, 2008. The Board will receive formal invitations to the opening reception. This

exhibit is supported by a grant from the American Library Association and the National Endowment for the Humanities. Williamsburg Regional Library is one of two locations in Virginia selected for this exhibit. Mr. Willis praised Mr. Golden for his efforts to bring such excellent exhibits to the library and for his appointment to a review panel for the National Endowment for the Humanities America's Historical and Cultural Organizations grants.

Finance Report: Ms. Binsfeld discussed the April report.

Action Item: Award Contract for Carpet (IFB WRL 08-02) – Ms. Binsfeld stated three companies attended the pre-bid conference for the IFB WRL 08-02; two submitted bids for consideration. Ms. Binsfeld discussed the bid and answered questions for the Board. After discussion Mr. Fox moved to award the contract for carpet furnish and installation to B&L Floorcovering Inc. in the amount of \$88,062.50; all approved.

Ms. Gussman updated the Board on the James City County Community Conversations that she attended in April. These meetings are opportunities for James City County residents to submit ideas and comments that will help shape the 5-year James City County Comprehensive Plan; this includes the library. Ms. Gussman encouraged the board representatives from James City County to participate at the next session and to promote this opportunity with residents and the Friends group. Dr. Moorman will communicate the new dates to the Board once they have been publicized. Mr. Golden stated the library has advertised these events at the beginning of various programs held in the theatre.

Meeting Adjourned: Mr. Willis motioned to adjourn at 4:45 p.m.; all approved. The next regular meeting will be Wednesday, June 25, 2008 in the Schell Room at Williamsburg Library.

Respectfully submitted,

Christine White