

**WRL Board of Trustees**

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**Minutes of Board Meeting April 22, 2015  
Schell Room, Williamsburg Library**

**Attending Were:** Bill Porter, Jim Axtell, Lynda Byrd-Poller, Sally Andrews, Pam Franz, Vickie Herrick, Sarah Houghland, Wilford Kale, Natalie Miller-Moore, and Jorge Rivas. Library Director Genevieve S. Owens; Library staff members Janet Crowther, Carrie Binsfeld, Robert Haas, Barry Trott, and Sarah Thompson. Absent was Suzanne Mellen.

**Call to Order:** Chair Porter called the meeting to order at 3:05 p.m.

**Public Comment:** None.

**Division Director Presentation – Robert Haas, Program Services and Security Director:** The division consists of a dedicated staff of Program Services Technicians and Security Monitors who help with meeting room management, program support, program development, publicity, security, and safety. In addition, staff members also provide programming, support to other divisions, and co-sponsored events with organizations. Programs include Summer Reading, the Celtic and Italian film series, the AARP Tax Aide Program, and Constitutional Conversations.

**Consent Calendar:** Mr. Axtell moved to approve the April 22, 2015 consent calendar. Ms. Franz seconded and all approved.

**Chair's Report:**

- **Library Director Annual Evaluation** – Mr. Porter appointed himself, Ms. Franz, Ms. Herrick, and Ms. Mellen to the Executive Committee to conduct the Library Director annual evaluation.

Mr. Porter discussed a recent FOIA request that was presented to the Library. This request included the names and addresses of all York County users, including minors. Mr. Porter asked for the Board's approval to write a letter to the General Assembly in regards to FOIA requests and current law allowing the release of names and addresses of library card holders including minors. The Board agreed to this course of action.

**Library Director's Report:**

- **Stryker Center Update** – Ms. Owens reviewed the construction project schedule that was presented to the Board from Daniel & Company, Inc. Due to inclement weather during the last two months, construction is three weeks behind schedule. Once work for stormwater management commences, more parking area will be taken for construction.
- **Strategic Plan Update** – Ms. Owens announced the first Strategic Plan Steering Committee meeting will be today, April 22, 2015 at 4:00 p.m. directly following the Board of Trustees meeting. The Committee anticipates bringing the completed plan to the Board by the January 2016 Board meeting. The Board members and community stakeholders will be interviewed by BERK Consulting during the process of updating the Strategic Plan.
- **FY 2016 Proposed Budget Update** – The Finance Committee will meet on May 8, 2015 to finalize the budget before it is brought to the Board on June 24, 2015 for adoption.
- **Action Item: Policy Review – Camera** – The policy was replaced with a new policy "Photography/Filming." The new policy states:

Approved as written 5/27/15

"Photography or video recording in the library is generally permitted if it is for library promotion, a student project, or strictly for personal use as long as it does not disrupt library use or operations. Photography or video recording for commercial purposes is not permitted without approval by the Director or the Director's designee; such approval must be requested in writing and in advance."

Mr. Kale motioned to adopt the policy. Ms. Andrews seconded; all agreed.

- **Action Item: Policy Review – Non-Discrimination** – The policy was changed by adding the phrase "or gender identity" to the first sentence.

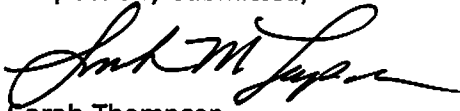
Mr. Axtell motioned to reaffirm the policy with amended changes. Ms. Franz seconded; all agreed.

**Friends of WRL/WRL Foundation Updates:** Ms. Owens announced that the Friends Annual Book Sale will be held April 24-26, 2015 in the Williamsburg Community Building. Mr. Marten discussed the March 24, 2015 Foundation meeting. The Foundation Board approved new endowment fund categories, presented a beta version of the new Foundation web-page, and discussed ideas for donor recognition.

**Other Business:** None.

**Adjournment:** Ms. Andrews motioned to adjourn at 3:46 p.m. Ms. Houghland seconded; all agreed.

Respectfully submitted,

  
Sarah Thompson

Approved by

  
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William Porter, Chair