

WRL Board of Trustees

Notes of Board Meeting April 27, 2016
Meeting Room 128, Stryker Center

Attending Were: Bill Porter, Jim Axtell, Lynda Byrd-Poller, Sally Andrews, Vickie Herrick, Natalie Miller-Moore, and Jorge Rivas; WRL Foundation President Barry Marten; Library Director Genevieve S. Owens; library staff members Janet Crowther, Carrie Binsfeld, Barry Trott, Sarah Thompson, and Pam Buckley. Absent were Pam Franz, Letizia Gambrell-Boone, Wilford Kale, and Tara Woodruff.

Library Director's Report:

- **Stryker Center Update** – Ms. Owens reported that all of the Stryker Center's meeting rooms are now available for scheduling and use by the public.
- **Strategic Plan Update** – Ms. Owens announced that the Strategic Plan is in the implementation phase. To raise community awareness, Mr. Trott and Mark Howell are developing more structured media plans, especially for large library events. Mr. Trott reported that the library social media team plans to consistently post on Facebook and other social media sites.
- **FY 2017 Proposed Budget Update** – Ms. Owens reported that there were some adjustments to the proposed budget. Expenses will be affected because of possible James City County payroll compensations, and revenue will be adjusted in lieu of a correction to York County's contribution to the budget. The contributions of James City County and the City of Williamsburg will be adjusted accordingly. The adjusted proposed budget will be presented to the board at the May 25, 2016 meeting.

Friends of WRL/WRL Foundation Updates: Mr. Marten reported that the Foundation made the first payment of their Stryker Center commitment. He stated that the Capital Campaign is getting closer to the minimum goal, and the committee is beginning to plan how to take the campaign to the public. Ms. Owens commended the Foundation for their work.

Other Business: The Board discussed the anonymous comment in the Virginia Gazette that criticized the cold temperatures in the library theatre. Ms. Owens stated that the heating/cooling system at the Williamsburg Library is currently being repaired to address the situation.

Ms. Owens discussed the possibility of repurposing staff positions in the future to better suit the Library's needs.

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Minutes of Board Meeting April 27, 2016

Meeting Room 128, Stryker Center

Call to Order: Chair Porter called the meeting to order at 3:33 p.m.

Public Comment: None.

Consent Calendar: The April 27, 2016 consent calendar was approved by a unanimous vote.

Chair's Report:

- **Library Director Annual Evaluation** – Mr. Porter reported that a committee composed of Mr. Axtell, Ms. Franz, Mr. Rivas, and himself will coordinate the evaluation. It will take place with the full board on June 22, 2016.
- **Appoint Nominating Committee** – Mr. Porter appointed a nominating committee consisting of Ms. Bryd-Poller, Ms. Gambrell-Boone, and Ms. Franz.

Library Director's Report Continued:

- **Action Item: Fund Balance Appropriation** – Ms. Owens presented a fund balance appropriation request not to exceed \$30,000 for a Facilities Master Plan to best utilize the space in the three WRL buildings. The board discussed some possible ways to repurpose the space at the Williamsburg Library. Mr. Porter stated that he would favor the board being involved in this plan. Ms. Andrews motioned to approve the presented fund balance appropriation. Mr. Axtell seconded the motion; all agreed.
- **Stryker Center Update Continued** – Ms. Owens and Mr. Porter discussed the temporary modification to the Stryker Center contract to allow for the City to staff the building on weekends.

Ms. Owens announced that the Friends Annual Book Sale was very successful with totals reaching \$13,146.26 in sales, and \$844 in memberships. The board discussed the pros and cons of book dealers coming to the sales with handheld scanners based on an anonymous comment about the Friends of WRL Book Sale in the Virginia Gazette. Mr. Trott reported on his communication with other Virginia libraries on book sellers at library friends' sales.

Adjournment: Ms. Andrews moved to adjourn at 3:58 p.m. All agreed.

Respectfully submitted,


Sarah Thompson

Approved by


William Porter, chair