

Handley Regional Library Board Meeting

October 15, 2024 ... 4:30 pm

Bowman Library

Members Present: M.M. Wise, P. Lam, R. Bacon, B. Nelson, E. Stine-Dolinar, M. Williams, M. Gaylor, J. Foreman,

Members Absent: K. Buzby, M.V. Thur

City of Winchester Representative: Mayor David Smith, not present

Frederick County Representative: Bob Liero, present

Representing the Library: J. Huddy, A. White, A. Butler

Mary Anton, Bowman Library Branch Manager, provided a ClearTouch presentation and overview of programs and activities at the branch during the last quarter.

- **Previous Meeting Minutes:** E. Stine-Dolinar moved, and P. Lam seconded a motion to approve the minutes from the September 17, 2024, meeting as presented. The motion was approved unanimously.
- **Public Comment:** None....
- **Treasurer's Report:** Treasurer P. Lam reviewed the July through September 2024 financial report as prepared by A. White.
- **Chair's Comments:**
 - The Chair thanked Mary Anton for her presentation and remarked positively on the use of the library for the Frederick County Schools student orientation program.
- **Committee Reports:**
 - Finance: The Finance Committee met today with the Long-Range Planning Committee to discuss the development of the FY 2026 budget to be presented to the localities. The focus will be on Cost-of-Living increases for staff and the creation of another part-time position for the Clarke County Library. The committee will meet again on October 22nd, at 4:30 in the Handley Board Room to finalize the proposed budget and requests to the localities..
 - Long-range Planning: Nothing to report.
 - Personnel: Nothing to report
 - Joint Archives: R. Bacon noted that the committee had met the previous day and discussed the acceptance of the Stewart Brown Family papers and the need for conservation services to preserve some of them. There was also discussion about the Duncan Trust and the appropriate use of its funds within the services provided by Archives. This may potentially include participation in activities related to the 250th.Anniversary of the Revolutionary War.

- **Director’s Report:**
 - Reported on his attendance at the semiannual meeting of the Library Directors of the Virginia Library Association, noting the efforts of the group to garner bipartisan support for the 95 library systems throughout Virginia.
 - Provided a brief overview of the various programs held at the branches throughout September.

- **Frederick County Representative.** Mr. Liero reported that in its upcoming meeting the Frederick County Board of Supervisors will be crafting recommendations on possibly legislation to be sent to the General Assembly. He also noted his intention of sharing Frederick County’s percentage of usage data in reviewing the Library’s budget request for the upcoming year.

- **Current Business, if not covered in committee reports:**
 - There was a brief discussion on the implementation and use of the new HRLS email accounts created for the Board members. Members were asked to share any problems and/or preferences they might have with the Library’s Tech Services department.
 - Board members were invited to attend Staff Development Day 2024 to be held on Friday, December 6th, at the Bowman Branch. The keynote speaker will be Pat Ritchie who will present an overview of the history and development of the Handley Regional Library System.

- **New Business:** 1st. Reading of the proposed slate of officers for 2025
 - For Chair, Keith Buzby ... for Vice-Chair, Mark Gaylor ... for Treasurer, Pam Lam ... for Secretary, Monica Williams.
 - Voting on the slate will take place in November. Additionally, nominations from the floor will be accepted at the November meeting.

- **Adjournment:** The meeting was adjourned at 5:10 PM

Following the meeting, several members toured the Technical Services Department with Matt Berstein, the manager.

Mary Margaret Wise, Chair

Keith Buzby, Secretary

Alina Butler, Recording Secretary