

**Board of Trustees of the Williamsburg Regional Library**

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**Minutes of Board Meeting February 19, 2020**

**Meeting Room 128, Stryker Center**

**Attending:** Jean Stettler, Chris Gareis, Ted Hiller, Barry Marten, Theresa Owens, and Nicole Trifone;

Friends of WRL Foundation (FWRLF) President Sam Sadler; Library Director Elizabeth B. Fowler; library staff members Carrie Binsfeld, Benjamin Goldberg, Sandra Towers, Barry Trott, and Sarah App;

Mary Clark, Jim Clark, Makenzie Hrabik, and Lee Walsh;

**Absent:** Sally Andrews, Jim Axtell, Natalie Miller-Moore, Jason Purse, and Andrew Trivette.

**Call to Order:** Vice-Chair Stettler called the meeting to order at 3:04 p.m.

**Public Comment:** None.

**Mission Moment:** Ms. Stettler discussed community comments regarding the lack of parking at the Williamsburg Library.

**Bisland Legacy Society Presentation:** Mr. Sadler discussed the history and inception of the Bisland Legacy Society. Mr. Sadler introduced Mr. Walsh and gave a brief biography. Mr. Sadler introduced Mr. and Mrs. Clark, stating they will be featured in the summer issue of *Beyond the Shelves*. Mr. and Mrs. Clark gave a brief biography of themselves and their experience with Williamsburg Regional Library (WRL). Ms. Clark discussed the importance of the Bisland Legacy Society and how to become a member. Mr. Walsh discussed the importance of bequests for supporting WRL.

**Consent Calendar:** The February 19, 2020 consent calendar was approved as written.

**Chair's Report:**

- **Committee Updates** – Evaluation Committee – Ms. Trifone stated the Evaluation Committee met on February 12, 2020 to discuss the evaluation process for the library director. The Evaluation Committee recommended including Ms. Fowler's self-examination and Friends of Williamsburg Regional Library Foundation (FWRLF) feedback in the process. The Evaluation Committee recommended not including a staff survey in this year's process. The board discussed the recommendation and would like the Evaluation Committee to consult with James City County Human Resources to include a staff survey in this year's evaluation process.

**Library Director's Report:** Ms. Fowler discussed the success of the One Book, One Community program. The library and W&M will partner again next year for the program. Ms. Fowler discussed the recent Board of Trustees (BOT) field trip which the City Manager and County Administrator both attended. Ms. Fowler discussed the success of the 2020 Census Summit. Ms. Fowler announced the City of Williamsburg (COW) has approved \$60,000 for the renovation of the Williamsburg Library. Ms. Fowler will give a presentation for the James City County (JCC) CIP requests on February 20, 2020, she will review the budget with JCC on February 24, 2020, and she will have her COW budget presentation on March 9, 2020. Ms. Fowler discussed WRL's involvement in the JCC Comprehensive Plan. Ms. Fowler is working on a facility plan to bring to the BOT in March. Ms. Fowler updated the board on her

goals including the new website, bookmobile, Stryker Center exhibits, Idea Studio, playground at JCC, the City Plaza, new phone system, security, staff communication, and RFID. Ms. Fowler introduced Makenzie Hrabik who has been interning with Ms. Fowler since October. She has been helping Ms. Fowler research statistical trends in the library and identifying what statistical information would be helpful in the future.

- **Idea Studio Grand Opening** – Ms. Fowler announced the grand opening for the Kiwanis Kids Idea Studio will be on March 21, 2020 at 10:00 a.m. She invited all board member to attend.
- **Library Journal Star Rating** – Ms. Fowler announced WRL has received a star rating from Library Journal.
- **Strategic Planning Focus Groups** – Ms. Fowler discussed the strategic planning focus groups which will be submitted to the Strategic Planning Committee in early April.
- **FWRLF Margin of Excellence Presentation** – Ms. Fowler presented the annual presentation of the Margin of Excellence support awarded by the FWRLF to WRL in 2019. These included:
  - Summer Reading Kickoff Event
  - Adult Summer/Winter Reading Program
  - Youth Summer Reading Program
  - Summer Reading Extravaganza
  - Cena con Centos
  - Steam Saturday Programs
  - MLS Summer Reading Program
  - Author School Visits
  - MLS Enrichment
  - Streaming Movies and eAudiobooks
  - Ebook/eaudiobook Multiple Copies
  - Multiple Copies of Books and DVDs
  - Music and Fun Fridays on the City Square
  - Dewey Decibel Concert Series
  - Harry Potter Holiday Events
  - One Book One Community Read
  - Kiwanis Kids Idea Studio

During the 2019 calendar year, the FWRLF contributed over \$173,000 to support library collections and programs.

**Friends of WRL Foundation Updates:** None.

**City of Williamsburg Update:** None.

**James City County Update:** None.

**York County Public Library Update:** Ms. Owens stated York County is currently working on 2021 budget preparations and preparing for the Yorktown Library renovation.

Approved as of 05/27/2020

**Other Business:** Dr. Hiller discussed an incident in which he fell in the parking lot at the James City County Library and thanked all who helped him after the fall. Dr. Hiller just received his service pin for completing 100 hours of volunteer service to the library. Ms. Stettler suggested all board members contact their local representative to add the library to budget discussions.

**Adjournment:** Mr. Marten moved to adjourn at 4:45 p.m. All agreed.

Respectfully submitted,

Sarah App

Approved by \_\_\_\_\_  
Jean Stettler, Vice-Chair