

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

---

**Minutes of Board Meeting July 22, 2020**

**Virtual Meeting**

**Attending:** Natalie Miller-Moore, Jean Stettler, Sally Andrews, Chris Gareis, Ted Hiller, Theresa Owens, Jason Purse, Nicole Trifone, and Andrew Trivette;

Library Director Betsy Fowler; library staff members Carrie Binsfeld, Benjamin Goldberg, Sandra Towers, Barry Trott, and Sarah App;

**Call to Order:** Chair Miller-Moore called the meeting to order at 3:00 p.m.

**Public Comment:** None.

**Mission Moment:** Ms. Miller-Moore complimented the library on the new RFID system and the staff's customer service with the system.

**Consent Calendar:** The July 22, 2020 consent calendar was approved as written.

**Chair's Report:**

- **Committee Updates** – Ms. Miller-Moore announced two members have retired from the Board of Trustees, Jim Axtell and Barry Marten. Felica Highland will replace Barry Marten as a James City County representative. The City of Williamsburg representative who will fill Mr. Axtell's unexpired term has not been announced yet. The Evaluation Committee has completed Ms. Fowler's annual evaluation. Ms. Miller-Moore thanked Ms. Trifone for her hard work getting the evaluation organized and completed.
- **Action Item: Jim Axtell Resolution** – Ms. Stettler presented the following resolution:

Whereas, James Axtell has faithfully served the Williamsburg Regional Library as a member of the board of trustees for nine years with excellence, constancy, and diligence; and

Whereas, James has served the board with expertise as vice-chair for two years, demonstrating an immeasurable commitment to the welfare of the library, its staff, and the community it serves and has been a supportive and active member of the board serving on the Nominating Committee, Strategic Plan Steering Committee, and Executive Committee; and

Whereas, James' knowledge, dedication, and integrity have contributed significantly to the revision of library policies and the board of trustees' by-laws, as well as the creation and approval of the Stryker Center contract; and

Whereas, James' leadership, attentiveness, judgment, and thoughtful consideration greatly enhanced the nationwide search for a library director and the adoption of the 2016-2018 Strategic Plan and Financial Framework; now therefore

Be it resolved, that the Williamsburg Regional Library Board of Trustees wishes to express its most sincere thanks, appreciation, and great affection to James for his outstanding leadership and dedicated service to the Williamsburg Regional Library during

his nine years as a trustee. We, his friends and colleagues on the board, salute and honor James Axtell and express our collective gratitude for a job well done. We will truly miss his good humor and attention to detail and wish him continued success and happiness in his current and future endeavors.

Be it further resolved, that this recognition is recorded in the minutes of the library board and that copies be sent to each member of the governing bodies.

Ms. Andrews moved to approve the resolution as presented. Ms. Stettler seconded the motion; the motion was approved by a unanimous vote.

- **Action Item: Barry Marten Resolution** – Ms. Miller-Moore presented the following resolution:

Whereas, Barry Marten has faithfully served the Williamsburg Regional Library as a member of the board of trustees for four years with diligence, integrity, and fairness; and

Whereas, Barry has served the board as a supportive member, demonstrating an immeasurable commitment to the welfare of the library, its staff, and the community it serves, and has been a loyal and active member of the board serving on the Finance Committee, Nominating Committee, Strategic Plan Steering Committee, and Executive Committee; and

Whereas, Barry's dedication, generosity, and diplomacy have contributed significantly to the revision of library policies and the board of trustees' by-laws, as well as the creation and approval of the Memorandum of Understanding between the Friends of the Williamsburg Regional Library Foundation and the Board of Trustees; and

Whereas, Barry's knowledge, attentiveness, and excellent judgment greatly enhanced the nationwide search for a library director; now therefore

Be it resolved, that the Williamsburg Regional Library Board of Trustees wishes to express its most sincere thanks, appreciation, and great affection to Barry for his outstanding leadership and dedicated service to the Williamsburg Regional Library during his four years as a trustee. We, his friends and colleagues on the board, salute and honor Barry Marten and express our collective gratitude for a job well done. We will truly miss his vision and thoughtful consideration but wish him continued success and happiness in his current and future endeavors.

Be it further resolved, that this recognition is recorded in the minutes of the library board and that copies be sent to each member of the governing bodies.

Ms. Andrews moved to approve the resolution as presented. Ms. Trifone seconded the motion; the motion was approved by a unanimous vote.

**Library Director's Report:** Ms. Fowler reviewed the statistical data regarding user trends and discussed the large increase in digital checkouts. Ms. Fowler updated the board on various topics including the community response to reopening and the upgrades in the Williamsburg Library and the "Our Town Williamsburg 2020" community art project. Ms. Fowler announced the ALA has awarded a grant to the library to help reach community members who have not responded to the Census. The MLS division will be visiting neighborhoods and postcards will be sent to low response areas. Ms. Fowler announced the

Approved as of 8/26/2020

One Book, One Community program will continue next year featuring a selection focusing on race in America with the corresponding programming. The board discussed the new Virginia state safety standards and how the library will comply.

- **Action Item: Fund Balance Appropriation** – Ms. Fowler discussed the need to increase the size of the outside book drops for the Williamsburg Library. Ms. Andrews moved to approve the fund balance appropriation as presented in an amount not to exceed \$15,000. Dr. Hiller seconded; the motion was approved by a unanimous vote.

Ms. Fowler reviewed the digital collection statistics document included in the packet.

Ms. Fowler discussed the current census response rates for James City County and the City of Williamsburg.

Ms. Fowler updated the board on the use of the honor box for the Book Nook transactions. Donations will be accepted at both library locations beginning July 22, 2020.

**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 Libraries are not currently open.

**Other Business:** None.

**Adjournment:** Ms. Miller-Moore moved to adjourn at 3:43 p.m. All agreed.

Respectfully submitted,

Sarah App

Approved by \_\_\_\_\_  
Natalie Miller-Moore, Chair