

Handley Regional Library Board Meeting

January 20, 2026 ... 4:30 pm

Handley Library Board Room

Minutes

Members Present: *K. Buzby, M. Gaylor, P. Lam, M. Williams, J. Foreman, P. Milstead, B. Nelson, R. Bacon, E. Stine-Dolar*

Members Absent: *M. Lewis*

Frederick County Representative: *John Jewell present*

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

Prior to the start of the meeting, Handley Branch Manager Adrienne Davis, and Handley Branch Youth Services Manager Katie Moss provided the Board with a presentation on their successful efforts to achieve accreditation of the Handley Branch as a Family Place Library.

1. **Previous Meeting Minutes:** Following a review of the minutes from the November 17th meeting, P. Milstead moved, and M. Gaylor seconded the motion to accept the minutes as presented. The motion was approved unanimously.
2. **Public Comments:** None
3. **Treasurer's Report:** P. Lam reported on income and expenditures through the month of December for FY 2026 as listed in documents prepared by A. White.
4. **Chair's Comments:**
 - The Chair noted that Staff Development Day was well organized and that he enjoyed attending the event.
 - He will be contacting committee chairs to confirm membership and discuss upcoming committee meetings.
5. **Committee Reports:**
 - **Finance:** P. Lam reported that the next Finance Committee meeting is scheduled for January 27, 2026, at 4:30 in the Handley Library Board Room for a half-year investments review. Additionally, she asked that members complete the survey regarding the committee's activities.
 - **Long Range Planning:** Nothing to report
 - **Personnel:** Nothing to report
 - **Joint Archives:** Nothing to report

6. **Director's Report:**

- Reviewed the activities found in the December issue of HRLS Highlights
- Announced concerns regarding Virginia House Bill 263, noting that the Virginia Library Association and the Virginia Association of Library Directors submitted comments to the legislature requesting that the bill be tabled until further consideration and discussion can take place.
- Shared the submissions for this year's Handley Stakes

7. **Frederick County:** Supervisor John Jewel reported that the supervisors are currently working on the FY2027 budget starting with a 18 million deficit due in part to major increases in healthcare costs. He and Bob Liero will be sharing the responsibility of representing the County at future Library Board meetings. He noted his appreciation for information regarding HB 236.

8. **Current Business:**

- Committee Assignments.

The Chair noted that he has made several changes to committee assignments and that each Board Member should be on at least the Finance Committee or the Long Rang Planning Committee.

9. **New Business**

- In preparation for the development of the next Five-Year Plan, the Long-Range Planning committee is reviewing the 2020 Space Use Study and the 2023-2028 Five-Year Plan.
- Board Members are encouraged to review existing policies and procedures to identify any need for updates or changes.
- Work has begun on the development of a policy to address staff political activism while at work.

10. **Adjournment:** E. Stine-Dolinar moved and J. Foreman seconded the motion to adjourn at 5:39 PM. The motion passes unanimously.

Keith Buzby, Chair

Monica Williams, Secretary

Alina Butler, Recording Secretary