

Handley Regional Library Board Meeting

April 15, 2025, ... 4:30 pm ... Handley Library Board Room

Minutes

Members Present: *K. Buzby, P. Lam, M. Williams, R. Bacon J. Foreman, P. Milstead, B. Nelson, M.M. Wise*

Members Absent: *M. Gaylor, E Stine-Dolar,*

Frederick County Representative: *John Jewell*

Representing the Library: *John Huddy, Ann White, Alina Butler*

1. **Previous Meeting Minutes:** Following a review of the minutes from the March 2025 meeting, R. Bacon moved and P Milstead seconded the motion to accept the minutes as presented. The motion was approved unanimously.
2. **Public Comments:** None
3. **Chair's Comments:**
 - Chair Buzby noted the good press coverage of the Library's English/Spanish programming.
 - Reviewed plans for several members to attend the Handley Trustees' Meeting on April 28th with regard to the Library's Robinson Trust request.
 - Encouraged members to contact him if they have any ideas or issues they would like to be brought to the Board.
 - Reminded members that the May Board Meeting will be held at the Barns of Rosehill in Berryville next to the County Administration Building in which the Clarke County Branch is located.
4. **Director's Report:**
 - Reviewed the various programs and activities that took place throughout the Library System in March.
 - Noted that electronic usage continues to increase
 - Reported on several issues discussed at the Virginia Library Directors' Meeting including the possible reductions of financial support for the various databases that the library offers and the E-rate program that subsidizes our internet services.
 - Remarked that the preliminary proposals for a new Teen Center at Bowman are coming in with lower cost estimates than expected.
5. **Treasurer's Report:** Treasurer P. Lam reviewed the July 2024 through March 2025 financial report as prepared by A. White.

6. Committee Reports:

- **Finance:** The next meeting is tentatively scheduled for June 3rd
- **Long Range Planning:** Nothing to report
- **Personnel:** Nothing to report
- **Joint Archives:** The committee met on April 14th and considered several items
 - The deaccession of items not pertaining to the mission of Archives
 - Having an unpaid intern for the Summer.
 - Forming a Collections Committee that can act quickly to purchase items of importance
 - Working with the Old Town committee on the history of its buildings for the “History of Us” project.

7. Frederick County and City of Winchester board liaison representatives:

Frederick County Supervisor John Jewell reported that the Supervisors set the tax rate at \$.48 but have yet to consider the budget requests from local, outside agencies such as the library.

8. Current Business, if not covered in committee reports:

- **Budget Updates:** We are awaiting a response to our FY 2026 Budget request from Frederick County
- **Lynch Trust Update:** The process of moving the Lynch Trust funds from the Truist Bank to the Handley Regional Library System’s investments are going forward.
- **Review of the “Family Place Library” initiative:** The Spring Progress Report was shared with the Board Members.
- **Personnel Update:** A motion to enter into a closed session to discuss Personnel Matters was made by M.M. Wise and seconded by P. Milstead. The motion was passed unanimously. Following the session the process of Certification of a Closed Meeting was completed.

9. New Business: None

- 10. Adjournment:** With business concluded at 5:22 pm. M. M. Wise moved, and J. Foreman seconded the motion to adjourn. The motion passed unanimously.

Keith Buzby, Chair

Monika Williams, Secretary

Alina Butler, Recording Secretary