

Handley Regional Library Board Meeting

April 18, 4:30 P.M.

Handley Library Board Room

Members Present: M.M. Wise, M. Gaylor, K. Buzby, P. Lam, R. Bacon, B. Nelson, M. Williams

Frederick County Supervisor Josh Ludwig

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

Chair M.M. Wise called the meeting to order at 4:47 PM after a brief presentation by Handley Youth Services Manager Katie Moss.

1. **Previous Meeting Minutes.** The March 21st. meeting minutes were reviewed. P. Lam moved and M. Gaylor seconded the motion to approve minutes as presented. The motion was approved unanimously.
2. **Public Comment:** None
3. **Treasurer's Report.** P. Lam presented the Treasurer's Report.
4. **Chair's Comments:** The Chair reported that she had attended several programs during the last month: an introduction to genealogy research at the Archives, a Friends' "Little Noon Music" presentation featuring music of Duke Ellington, an introduction to the self-guided tour of the Handley Library with the StQry app, a webinar dealing with Board responsibilities and activities and a business symposium at the Shenandoah University.
5. **Committee Reports:**
 - Finance: The committee met on March 28th and participated in a brief tutorial on the Library's investment account, and its budget including funding resources and expenditures restrictions. It also approved a committee meeting schedule.

The committee updated the Library's Fiscal Policy Statement and drafted a Finance Committee Charter to be presented to the Board for its approval.

- K. Buzby moved and M. Gaylor seconded a motion to approve the updated Fiscal Policy. The motion was approved unanimously.
 - K. Buzby moved and B. Nelson seconded a motion to approve the Finance Committee Charter. The motion was approved unanimously.
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- Long-range Planning: The committee continued to work on the upcoming Long Range Plan with the goal of presenting a draft to the Board for review in September.
 - Personnel: Nothing to report.
 - Joint Archives: Nothing to report.

6. **Director's Report.**

- The Director noted that March was very much a month of people gathering at the Library for program activities and community celebrations.
- He reviewed the monthly statistics which continue to trend upward except “electronic downloads”. He noted that this may not be a significant indicator but a statistic the State is asking libraries to keep.
- He reported on his attendance at the Library Directors of Virginia Meeting noting that interest and support of the legislature will be reflected in increased financial support for libraries in the upcoming budget. He also shared that “Net Inclusion” (internet access availability) is of state-wide interest especially for low-income communities and remote rural areas. HRLS is already providing this kind of connectivity through its program of lending out “hot spots” at all three branches.
- He invited everyone to the Ribbon Cutting for the new amphitheater at the Bowman Library on Saturday, June 3rd at 10:30 AM. This will also be the kickoff for the Summer Reading Program.

7. **Frederick County Representative.** Mr. Ludwig reported on the State’s three-year goal of providing Broad Band access throughout the state. He noted that it may not be physically possible to reach all areas and that this might be resolved by working with libraries to loan out internet connecting equipment such as “HotSpots”.

8. **Old/Current Business:** Items were covered in the committee reports.

9. **New Business:** FOIA.

Chair Wise stated that she would like the Board to examine creating a FOIA policy, and K. Buzby volunteered to help.

10. **Adjournment:** R. Bacon moved, and M. Gaylor seconded a motion to adjourn. The motion passed unanimously, and the meeting was adjourned at 5:29 PM.

Mary Margaret Wise, Chair

Keith Buzby, Secretary

Alina Butler, Recording Secretary