

Handley Library Board Meeting

Tuesday, January 18, 2022,

4:30 P.M. Via Zoom

Present: Chair M.M. Wise, Vice Chair M. Gaylor, Secretary K. Buzby, P. Lam, R. Bacon, M.V. Thur, E. Stine-Dolinar. S. Thatcher.

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

Chair M.M. Wise called the meeting to order at 4:34 PM

1. The November 16, 2021 meeting minutes were reviewed. P. Lam moved to approve the minutes as presented. The motion was seconded by E. Stine-Dolinar and approved unanimously.
2. The Treasurer's Report: A White presented the budget report for July through December 2021 with a focus on November and December. She noted the increase in revenue as result of investments, several large donations, and an effective fund- raising campaign.
3. Chair M.M. Wise welcomed new Board member Seth Thatcher and asked the other Board members and staff to introduce themselves to S. Thatcher. The chair also discussed her goal of having meeting materials emailed to the members on the Thursday prior to the monthly meeting.
4. Committee Reports were presented:
 - Finance: The new committee chair would be approved later in the meeting.
 - Long Range Planning: Chair Gaylor will be refocusing the committee to begin work on the new 5-year plan. He will also be meeting with the Winchester Architectural Review to discuss the proposed outdoor pavilion.
 - Personnel has nothing to report
 - Joint Archives has met and began discussing the proposal for new moveable shelving
5. Director's Report: The director shared information from the HRLS Director's Report and Highlights. He noted that in response of the Covid surge, in-person programming was cancelled, N 95 masks were purchased and distributed to staff members., and staff members successfully distributed over 1,000 Covid test kits to the public. Additionally, a new contract for internet services will provide substantial increases in service speed and capacity for the library and its patrons.
- 6 There is currently no Frederick County Representative

7. Old/Current Business

A.White will organize a meeting with the Bank of Clarke investment group and the Finance Committee and any interested Board members to review investment strategies and goals.

The Long-Range Planning Committee will shortly begin developing funding proposals to be presented to the Robinson Fund

Covid 19 updates were covered in the Director's report

8. New Business

- New Treasurer. K Buzby moved to approve P. Lam as the new Board Treasurer. The motion was seconded by M. Gaylor and approved unanimously by the Board. It was noted that the Chair, Treasurer and appropriate staff will have to update documents and signature cards, in person at the bank.
- The Chair asked that members confirm their contact information for a new roster, noting that there are still seats available to represent Frederick County.
- The Chair also asked that Board serve on 2 committees and indicate their interests in serving.
- For the immediate future meetings will be held by Zoom. Hopefully in the future, the Board will be able to meet in person, at Handley as well as Bowman, and Clarke County Libraries to have the opportunity to learn about all of the locations.
- In an effort to provide more background and information to the Board, the administration will try to schedule brief in-person reports from various members of the staff.

9. Adjournment:

K. Buzby moved, and M.V. Thur seconded the motion to adjourn. The motion was approved unanimously, and the meeting adjourned at 5:40 P.M.

Mary Margaret Wise, Chair

Keith Buzby, Secretary
Alina Butler, Recording Secretary