

Handley Library Board Meeting

Tuesday, May 17, 2022

4:30 Clarke County Library at The Barnes of Rose Hill, Berryville.

*Present: Chair M.M. Wise, Vice Chair M. Gaylor, Secretary K. Buzby, Treasurer P. Lam,
Members: R. Bacon, E. Stine-Dolinar, S. Thatcher, M.V. Thur,
Representing Frederick County: Supervisor R. Wells
Representing the Library: J. Huddy, A. White, A Butler*

1. Staff Report: Laurine Kennedy, Clarke County Branch Manager

Chair M.M. Wise called the meeting to order at 4:47 PM

2. Minutes Review: The April, 2022 meeting minutes were reviewed. With the correction of two spelling mistakes, P. Lam moved that the minutes be approved. E. Stein-Dolinar seconded the motion, and it was approved unanimously.
3. The Treasurer's Report: was presented by Treasurer P. Lam referencing the printed report supplied to each Board member.
4. The Chair thanked R. Wells for his continued support and representation of the library's interests to the Frederick County Board of Supervisors.
5. Committee Reports were presented:

Finance: The Library's budget requests have been approved by the localities.

Long Range Planning: Chair, M.M Wise and Director J. Huddy presented the FY2023 Robinson funding request to the Handley Trustees. The request was approved and a check for the requested amount has been received, allowing the Long-Range Planning Committee to initiate planning for the projects involved

Personnel: There was no report

Joint Archives: The Archives may have to close for a brief period in the Autumn for the installation of the new movable shelving.

6. Director's Report: J. Huddy reported on the sewer break that caused leaking in the Archives at Handley and commended the quick and effective response of members of the Facilities Department, Carolyn Bly, Dennis Ball, and Jacob Baker. He noted the involvement of the Archives staff in the recognition and celebration of the Orrick Cemetery and the Apple Blossom Veteran's Dinner. He also acknowledged the generous contribution of the Clarke County Advisory Council to the Clarke County Library of \$2,100 for a one-year Movie Licensing Fee for all three branches of the library system.
7. Frederick County Representative, Supervisor Robert Wells noted his pleasure in FY 2023 funds being approved for the library system. He noted that plans are moving ahead for

the amphitheater at the Bowman library and reiterated his support for the library system, and his willingness to bring library issues before the Supervisors as needed.

8. Old/Current Business:

The Chair reminded members that the “Space Study” and the “Salary Study” will be two items of major interest at the retreat in June and asked that members find time to review the reports prior to the retreat.

She noted that the retreat will be held On Tuesday June 21st at 4:00PM in the Benham Meeting Room on the lower level of the Handley branch. The retreat will be facilitated by Sharen Gromling and dinner will be provided.

K. Buzby reviewed his proposed changes to the bylaws that are intended to update terminology and procedures. Following a period of questions and discussion, S. Thatcher made a motion to accept the proposed changes, R. Bacon seconded the motion, and it was approved by a unanimous vote.

9. New Business:

J. Huddy reported that with the approval of funding by the localities and the receipt of the Robinson request, the library will shortly begin to implement a policy of no fines for overdue children’s materials.

J. Huddy reviewed the proposed “Program Policy for Handley Regional Library” developed by the staff on Adult Programing Committee” noting that it was a new iteration of existing policy but with more inclusive language and referencing the regional system as a whole. E. Stine-Dolinar moved to approve the proposed policy, M. Gaylor seconded the motion. The motion was approved unanimously.

The Chair reviewed the proposed meeting dates and locations for Board Meetings in 2023. K. Buzby moved to approve, P. Lam seconded the motion. The proposed meeting dates and locations were approved unanimously.

10. At 5:45 PM, K. Buzby moved and P. Lam seconded a motion to adjourn. The motion was approved unanimously.

Mary Margaret Wise, Chair

Keith Buzby, Secretary
Alina Butler, Recording Secretary