

Handley Regional Library Board Meeting

January 21, 2025, ... 4:30 pm ... Handley Library Board Room

Minutes

Members Present: *K. Buzby, M. Gaylor, P. Lam, M. Williams, J. Foreman, B. Nelson, E Stine-Dolinar, M.V. Thur, M.M. Wise*

Members Absent: *R. Bacon*

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 November 2024 meeting, E. Stine-Dolinar moved and P. Lam seconded the motion to accept the minutes as presented. The motion was approved unanimously.
2. **Public Comments:** None
3. **Treasurer's Report:** Treasurer P. Lam reviewed the July through December 2024 financial report as prepared by A. White.
4. **Chair's Comments:**
 - Chair Buzby reported on the 2024 Staff Development Day and thank members for their participation
 - He commented on the excellence of the presentation by Pat Ritchie who provided an insightful history of the development of the Handley Regional Library System. Noting that her presentation could serve as a meaningful introduction for new Board members.
 - Shared an updated listing of committee assignments.
 - Encouraged members to contact him with any issues or concerns.
5. **Committee Reports:**
 - Finance: Committee Chair P. Lam reported that the committee met on November 19th to review the FY 2026 proposed budget. And will meet on January 28th for the semiannual investment review, and the consideration of Robinson, and Lynch trusts requests.
 - Long Range Planning: Nothing to report.
 - Personnel: Nothing to report but will be scheduling a meeting in the near future.
 - Joint Archives: At the last meeting the group began discussing the development of committees and the initial development of a Robinson Trust request.
6. **Director's Report:**
 - Reiterated the positive comments and response to Pat Ritchie's presentation
 - Reported on the 3 winning suggestions from the "Handley Stakes" initiative.
 - A Staff Picks Newsletter

- Sending an email to inactive patrons
- Removing the “Rental” item identification in the PAC display
- Noted that a number of new hires have been made to counter the recent employment turnover.
- Reported on the plans to replace electronic display and checkout equipment.

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

Frederick County Supervisor John Jewell, newly appointed as the liaison to the Library Board, gave a brief review of his experience within Frederick County Government following his career in the United States Senate. He noted that the Supervisors are currently involved in budget discussions which will now be recorded and made available to the public.

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

- FY 2026 Budget requests have been submitted to the supporting localities. Responses have been received from the City of Winchester and Clarke County.

9. New Business

- Board members were asked to review their individual contact information and report any updates to Alina
- Robinson trust process to identify funding requests will begin with staff at this week’s Action Team meeting of the Senior Staff.

10. Adjournment: With business concluded at 4:57 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