

Handley Regional Library Board Meeting

Tuesday, October 18th, 2022

Handley Library Board Room

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

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

Chair M.M. Wise called the meeting to order at 4:30 PM

1. **Previous Meeting Minutes.** The September 20th, 2022, meeting minutes were reviewed. R. Bacon moved to approve. The motion was seconded by B. Nelson and approved unanimously.
2. **Treasurer's Report.** P. Lam presented the Treasurer's Report
3. **Chairperson's Comments:** M.M. Wise encouraged Board members to feel free to ask questions regarding any financial reports presented to the Board.
4. **Committee Reports:**
 - Finance: The committee will meet later this month to review the Long-Range Plan requests submitted by staff and the recommendation provided by the Board.
 - Long-range Planning: The committee will meet later this month with 4Square Architects to review the completed survey for the outdoor pavilion project.
 - Personnel: The committee met to discuss needed adjustments to staff salaries as they relate to anticipated raises to the minimum wage. A. White shared information on 3 possible scenarios the committee developed and gave the committee's recommendation of adopting scenario # 3. K. Buzby seconded the committee's recommendation for adoption, and it was approved unanimously by the Board.
 - Joint Archives: R. Bacon reported that the Archives will be closed to the public from October 31- December 3 to allow for the installation of new movable shelves.
5. **Director's Report.**
 - The Director reviewed the staff requests for the long-range plan.
 - He reported that 716 new library cards were issued and that all statistics, from attendance to electronic media use are on the rise.
 - He met with Todd Strader, the new Clarke County Library Branch Manager, and together they met with various representatives of Clarke County and the Clarke County Rotary of which Todd has become a member.

- He noted that 2 popular programs: the “Behind the Scenes Library Tour” and “A Little Noon Music” have returned, and that a new research resource, “Opposing Views” has been added to the 24/7 electronic resources available to patrons.

6. **Frederick County Representative.** Mr. Wells was not present

7. **Old/Current Business:**

- K. Buzby presented “Proposed Amendments to Article IV of the Handley Regional Library Board Bylaws” as they relate to public notification of Board Meetings, public access to meeting information presented to Board members, and public participation at Board meetings. R. Bacon moved and P. Lam seconded a motion to approve the proposed amendments. The motion was passed unanimously.
- The Chair noted that she will call a meeting of the executive committee later in the month to discuss Board Governance issues as they relate to the preparation of the Long-Range Plan.

8. **New Business:**

- Election of Board officers: The Chair noted that all current officers have expressed their desire to be re-elected for another year, but that this does not preclude other Board members from submitting their names for election at the next meeting in November.
- The Director reported that potential members for a planning committee for the Duncan Trust are being contacted to gauge their interest in serving on the committee.

9. **Adjournment:** at 5:43 PM, K. Buzby moved, and M.V. Thur seconded a motion to adjourn that was unanimously approved by the Board.

Mary Margaret Wise, Chair

Keith Buzby, Secretary

Alina Butler, Recording Secretary