



Richmond Public Library Board
 101 E. Franklin Street
 Richmond, VA 23219
 (804) 646-4256 / fax: (804) 646-7685



**Library Board Meeting Minutes
 June 23, 2021**

PRESENT: Chair William Yates, Vice Chair Christine Peterson, Emily Altman, Barbara Burton, Brent Graves, Sheron Carter-Gunter

VIRTUAL: Gail Zwirner, Friends of the Library Chair Ruth DeBoer

ABSENT: Garrett Sawyer, Janet Woody

STAFF: Scott Firestine, Clay Dishon, Attorney Laura Drewry, Gianna Pack, Susan Revere, Jonah Butler

Meeting of the Richmond Public Library (RPL) Library Board of Trustees (LBOT) was called to order by Chair William Yates at 11:46 a.m. at the Main Library located at 101 E. Franklin Street, Richmond, Virginia. The public was noticed and could attend in person or by using Richmond Public Library YouTube channel <https://bit.ly/2VfKL9U>, where it was Live Streamed. A quorum was established.

Agenda	Approve the June 23, 2021 Agenda as submitted: <i>Motion: Sheron Carter-Gunter, Second by Barbara Burton</i> <i>AYES: 7 NOES: 0 ABSTAIN: 0 Approved Unanimously.</i>
Consent Agenda	Approve the May 28, 2021 Meeting Minutes, Current Financial Reports, Statistical Reports, and Donations Report as submitted: <i>Motion: Emily Altman, Second by Christine Peterson</i> <i>AYES: 7 NOES: 0 ABSTAIN: 0 Approved Unanimously.</i>
Public Comment Period	None Present
REPORTS	
Friends of the Library (FOL) <u>Ruth DeBoer</u>	Ms. DeBoer reported on the following: <ul style="list-style-type: none"> • The next Friends of the Library (FOL) meeting will be held around the second week in July pending holiday travel. • Summer Newsletter: Delayed. • At the May 28 LBOT Meeting, Ms. DeBoer was asked to evaluate the current inventory. Ms. DeBoer reported the FOL was in the process of establishing a Committee to review inventory. Ms. DeBoer will update at the July meeting.
Library Foundation <u>Susan Revere</u>	Ms. Revere reported on the following: New Foundation Member(s) Update: New Foundation Members were appointed June 9: <ul style="list-style-type: none"> • Frances C. Bradford, Deputy Secretary of Education for the Commonwealth of Virginia. • J. Dontrese Brown, Founder/CEO + Partner, BrownBaylor™ – Part of the Hidden in Plain Sight team recently profiled in Style Magazine.

REPORTS (CONTINUED)

<p>Library Foundation (Continued) <u>Susan Revere</u></p>	<p>Grant/Fundraising Activity:</p> <ul style="list-style-type: none"> • A grant request was submitted through the ALA COVID Library Relief Fund for \$50,000. Announcements were expected June 23, however, the ALA announced there will be a delay as it is taking “a little longer to finalize everything”. Announcement is expected by end of June. • The Robins Foundation grant was submitted for the RVA Reads Program for \$30,000. • The REB Foundation through the Community Foundation submitted a \$10,000 request to support RVA Reads. • Amazon Smile is up from 22 to 26 supporters of the Richmond Public Library. Ms. Revere encouraged Board Members to please continue to share this opportunity with friends and family. • The Donation page now includes an ApplePay option.
<p>Administration <u>Scott Firestine</u></p>	<p>Highlights and Additions to Director’s Report: Mr. Firestine reported on highlights and additions from the Director’s Report on the following:</p> <ul style="list-style-type: none"> • On June 5 North Avenue, Hull Street, and East End Branches reopened Saturday hours. • Flooding in the Main Library. • Summer Reading Program had a great kickoff. • Artist Hamilton Glass – Mending Walls event. • E-Rate Funding team will be distributing funds from the COVID CARES Act for items to use outside the Library, such as a hot spot and Chrome books. These items will be available for checkout. • Positive feedback on having meetings streamed on YouTube. • Reviewed circulation stats and door counts. • Vice Chair Christine Peterson encouraged members to go visit the library branches when they get a chance.

BOARD COMMITTEE REPORTS

<p>Chair <u>William Yates</u></p>	<p>No Report.</p> <p>Chair Yates reminded members the 3 Board Retreat is September 11. He encouraged members to attend.</p>
<p>Finance Chair <u>Garrett Sawyer</u> <u>Scott Firestine</u></p>	<p>Mr. Firestine reported there was no Finance Committee Meeting in June. He received the final Library Budget at 4:00 p.m. on June 22. Members present at the meeting received a copy for review and discussion. A copy of the current budget is located https://rvalibrary.org/about/library-budget/.</p> <p>Mr. Firestine stressed the Budget cuts were in the materials and personnel categories. These cuts will challenge and impact the library service hours.</p> <p>Mr. Firestine reported the City should receive \$160M from the American Rescue Plan and the schools should receive \$120M. This revenue is not reflected in the current Budget as presented.</p>

BOARD COMMITTEE REPORTS (CONTINUED)

Facilities Chair <u>Janet Woody</u> <u>Gail Zwirner</u> <u>Scott Firestine</u>	<p>Ms. Zwirner reported there was a virtual meeting on June 21 to discuss and finalized components of the Library. The focus was to look for what is needed and then on the wants. After discussing the additions and changes, feedback then went back to the architects for more detail and prepare for the next step. Mr. Firestine reported the architects are behind schedule at this time.</p> <p>Mr. Firestine stated the survey was going well. There are incentives to take the survey and there will be a drawing once the survey time period is over. Drawing should be the end of July.</p>
Governance Chair <u>Emily Altman</u>	No report.

UNFINISHED BUSINESS

Strategic Plan Summary Update: After discussion of the Strategic Plan Summary Update, the Board Members voted to accept the summary as submitted.

Approve Accepting the 2016-2021 Strategic Plan Summary Update.

Motion: Emily Altman, Second by Sheron Carter-Gunter

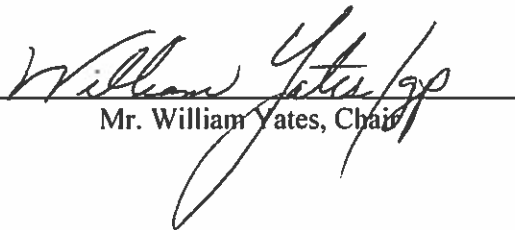
AYES: 7 NOES: 0 ABSTAIN: 0 Approved Unanimously.

NEW BUSINESS

- Electronic Meetings – Ms. Drewry will update the Board Members on electronic meetings with specific guidelines by the July 28 meeting. The Board will still have meetings streamed via YouTube.
- Calendar for LBOT Meetings going to other locations needs to be updated.

There being no further business, the meeting was adjourned at 12:59 p.m. by unanimous consensus from the members that were present in the meeting.

The next meeting will be held on Wednesday, July 28, 2021, at the Main Library located at 101 E. Franklin Street, Richmond, Virginia 23219, virtual resources will be available if needed.

Approved: 
Mr. William Yates, Chair

Recorder: Gianna Pack, CAP
Senior Executive Assistant