



Richmond Public Library
Library Board of Trustees
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Library Board Meeting Minutes
February 28, 2024

PRESENT: Chair William Yates, Vice Chair Sheron Carter-Gunter, Emily Altman, Barbara Burton, Brent Graves, Garrett Sawyer Christine Peterson, Janet Woody, Gail Zwirner

STAFF: Scott Firestine, Clay Dishon, Attorney Shannan Fitzgerald, Friends of the Library Chair Ruth DeBoer, Cheryl Clarke, Gianna Pack, Susan Revere, Heather Montgomery, Phil Shephard

Meeting of the Richmond Public Library (RPL) Library Board of Trustees (LBOT) was called to order by Chair William Yates at 11:45AM at the Broad Rock Branch Library located at 4820 Old Warwick Road, Richmond, Virginia 23224. The meeting was posted, and the public could attend in person or by viewing the Richmond Public Library YouTube channel <https://bit.ly/2VfKL9U>, where it was live streamed. A quorum was established.

Agenda	<p>Approve the February 28, 2024, Agenda as submitted.</p> <p><i>Motion: Sheron Carter-Gunter, Second by Gail Zwirner</i></p> <p><i>AYES: <u>8</u> NOES: <u>0</u> ABSTAIN: <u>0</u> Approved Unanimously.</i></p> <p><i>Mr. Sawyer was not present for the vote.</i></p>
Consent Agenda	<p>Approve the January 24, 2024, Meeting Minutes, the Current Financial Reports, Statistical Reports, and Donations Report as submitted:</p> <p><i>Motion: Barbara Burton, Second by Emily Altman</i></p> <p><i>AYES: <u>8</u> NOES: <u>0</u> ABSTAIN: <u>0</u> Approved Unanimously.</i></p> <p><i>Mr. Sawyer was not present for the vote.</i></p>
Public Comment Period	None

REPORTS

<p>Friends of the Library (FOL) <u>Ruth DeBoer</u></p>	<p>Ms. DeBoer reported on the FOL operations:</p> <ul style="list-style-type: none"> • February 17: Successful Book Drive (9:00A-2:00P). • April 5-7: Spring Book Sale. • In the process of increasing new membership.
<p>Library Foundation <u>Susan Revere</u> <u>Scott Firestine</u></p>	<p>No formal report.</p> <p>Ms. Revere mentioned that she was working with Ms. Peterson and she on exploratory conversations with local foundations and businesses related to the children's space and early childhood literacy.</p> <p>She also mentioned the Annual Fund Drive Letters went out November 2023 for calendar year 2024. There is still time to donate.</p>
<p>Administration <u>Scott Firestine</u></p>	<p>Director's Report: In addition to the items submitted on the Director's Report in the Board Packet, Mr. Firestine reported on the following:</p> <ul style="list-style-type: none"> • Added an additional 20 public service hours going from 440 hours to 460 hours. • Ripple was invited to Nutzy's Block Party (Richmond Flying Squirrels) on March 2 from 11am-1pm. There will be other mascots from all around joining in on the fun and signing autographs.
<p>Advocacy Task Force <u>Garrett Sawyer</u> <u>Sheron Carter-Gunter</u></p>	<p>Mr. Sawyer reported he would be sending a sample advocacy correspondence email to Ms. Pack to distribute to all LBOT members. It will be a united message for board members to send to their respective Councilmembers as everyone prepares for the upcoming budget year.</p> <p>The communication will focus on library successes, both new and some that have already been communicated. Another focus of the communication is on the renovation of the Main Library, keeping it on everyone's minds by using a picture of the renderings. The communication needs to be written with several people in the community. Mr. Sawyer asked members to investigate ways they can identify ambassadors within their communities and districts that can help.</p>
<p>Early Literacy Update <u>Christine Peterson</u></p>	<p>Ms. Peterson reported the library was in the process of hiring a new Librarian, Senior for the Early Childhood Literacy position.</p> <p>She also reported the intern program was a big hit. This year with the help of the Foundation, there is money to cover four new interns. Programs have been going great and new programs for kids are going to be even better.</p>
<p>Chair Report <u>William Yates</u></p>	<p>No formal report.</p>