

**FAUQUIER COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
April 21, 2016**

**REGULAR PUBLIC MEETING  
Warrenton Central Library**

**Board Members**

Patricia White, Chair, Cedar Run Dist.  
Feliccia Brooks, Scott District

Lawrie Parker, Lee District  
Jonathan Slaton, Vice-Chair, Marshall Dist.

**Staff**

Maria Del Rosso, Library Director  
Dawn Sowers, Public Services Manager  
Linda Yowell, Support Services Manager

Lisa Pavlock, Public Information Coordinator  
Terri Garonzik, Administrative Specialist

**CALL TO ORDER**

Mrs. White called the meeting to order at 4:05 p.m.

**ADOPTION OF THE AGENDA**

The Board adopted the agenda by consensus.

**MINUTES**

The Board approved the March 17, 2016, minutes.

*Motion: to approve the March 17, 2016, regular meeting minutes as presented. Moved, seconded, and passed by vote of those present as shown below:*

<i>Member</i>	<i>Moved/Second</i>	<i>Voted No</i>	<i>Other</i>	<i>Voted Yes</i>
<i>Mr. Slaton</i>			abstain	
<i>Mrs. White</i>				X
<i>Mrs. Parker</i>	M			X
<i>Mrs. Martella</i>			absent	
<i>Ms. Brooks</i>	S			X
<b><i>Tally</i></b>				3

**APPROVAL OF BILLS**

The Board approved by consensus the FY 2016 purchase orders.

**ADMINISTRATIVE REPORT**

Mrs. Del Rosso reported a teen computer coding program to mark Teen Tech Week (March 6-12, 2016) was well received. Teens also enjoyed "Afternoon of Improv," fashioned after the popular television show, "Whose Line is it Anyway?". Staff plan to repeat the improv program this summer.

The library celebrated baseball's 2016 Opening Day with free popcorn. Patrons and staff were delighted with the treat.

Mrs. Del Rosso and Public Services Manager Dawn Sowers spoke about the CPR/Automated External Defibrillators (AED) /First Aid training they received in March. Mrs. Del Rosso said that staff will be trained by Emergency Services staff on AED use in May. There are AEDs at each library.

**STATUS REPORT**

**Program of Work Q3**

Public Information Coordinator Lisa Pavlock discussed the April customer service survey, noting 46% of the electronic responses received were from 61-80 year olds.

Mrs. Del Rosso announced the introduction of competency training for all library staff. She thanked Public Services Manager Dawn Sowers, Bealeton Branch Manager Natalie Wheeler, Marshall Branch Manager Deborah Cosby, Youth Services Librarian Jennifer Schultz, Adult Services Librarian Vicky Ginther and Circulation Manager Julia Plant for developing the technology and customer service competencies that will begin the training program in May. Staff assessments are scheduled to take place throughout the year. Competency training will help the library achieve its goal of providing exceptional customer service.

## **Warrenton Library**

Mrs. Del Rosso is scheduled to meet with County Administrator Paul McCulla and SFG, Inc. representative Fred Austin on April 25 to discuss the status of the Alexandria Pike property. The new Warrenton Library will be discussed at the Town/County Liaison meeting scheduled for later that day. Mrs. Del Rosso will attend the meeting.

## **Facilities**

Mrs. Del Rosso reported Sheriff Robert P. Mosier would like to establish satellite offices in northern and southern Fauquier County. To that end, sheriff representatives met with library staff to discuss a satellite office at the Bealeton branch library. The Board asked several questions about the proposed use and decided it would hold its June meeting at the Bealeton branch library to review potential space for the office.

## **TRUSTEE'S TIME**

Mrs. Pavlock reminded the Board that Give Local Piedmont was scheduled for May 3. She will send an email with information the Board could use to promote the event with other library supporters. The Friends of the Library has set a goal to raise \$2,500 during the annual day of giving.

The Board will meet at 4 p.m. on Thursday, May 19, in the Warrenton library.

## **NEW BUSINESS**

### **Evaluation of Library Director**

Mrs. Brooks and Mr. Slaton agreed to serve as an ad hoc committee charged with evaluating the library director's job performance for June 2015 through May 2016. The committee will prepare a draft for review at the May board meeting.

The Board will meet in regular session at 4 p.m. on Thursday, May 19, 2016, in the Warrenton library.

The meeting adjourned at 4:25 p.m.

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Secretary

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Chairman