

**FAUQUIER COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
September 27, 2018**

**REGULAR PUBLIC MEETING
Warrenton Central Library**

Board Members

Pat White, Chairman, Cedar Run District
Elizabeth Henrickson, Marshall District

Ann Martella, Center District
Feliecia Brooks, Vice-Chairman, Scott District

Staff

Maria Del Rosso, Library Director
Dawn Sowers, Public Services Manager
Terri Garonzik, Administrative Specialist

Lisa Pavlock, Public Information Coordinator
Linda Yowell, Support Services Manager

Other: James Ivancic, *Fauquier Times* reporter

CALL TO ORDER

Mrs. White called the meeting to order at 4:13 p.m.

ADOPTION OF THE AGENDA

The board adopted the agenda by consensus.

MINUTES

The board approved the July 26, 2018, regular meeting minutes as presented.

Motion: to approve the July 26, 2018, 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>Mrs. Henrickson</i>	M			X
<i>Mrs. White</i>				X
<i>Mrs. Parker</i>			Absent	
<i>Ms. Martella</i>	S			X
<i>Ms. Brooks</i>				X
Tally				4

APPROVAL OF PURCHASE ORDERS

After review and discussion, the board moved:

To approve the FY 2019 purchase orders as presented, by vote of those present as shown below:

<i>Board Member</i>	<i>Moved/Second</i>	<i>Voted No</i>	<i>Other</i>	<i>Voted Yes</i>
<i>Mrs. Henrickson</i>	M			X
<i>Mrs. White</i>				X
<i>Mrs. Parker</i>			Absent	
<i>Ms. Martella</i>				X
<i>Ms. Brooks</i>	S			X
Tally				4

ADMINISTRATIVE REPORT

Friends Awarded Kortlandt Grant

Mrs. Del Rosso reported the Friends of the Fauquier Library has been awarded a \$5,000 Patricia & Nicolaas Kortlandt Memorial Fund grant to conduct a community reading campaign in the spring 2019.

E-Resource News

Mrs. Del Rosso noted that in September the library added *Consumer Reports Online* to its list of electronic resources. Accessible either in the library or offsite with a library card, *Consumer Reports Online* provides unbiased product ratings and reviews on cars, appliances, electronics and more.

STATUS REPORT

Warrenton Library

Mrs. Del Rosso reported Fauquier County reimbursed the Friends of the Fauquier Library \$9,600, the cost the organization expended in 2017 for a concept design of the new Warrenton library.

Facilities

Mrs. Del Rosso reported that remediation work to correct mold damage and drainage at the Warrenton will begin when weather is conducive for concrete work.

TRUSTEE'S TIME

The board will meet in regular session on October 25, 2018, at 4:00 p.m. in the Warrenton central library.

CONSENT AGENDA

The board approved the consent agenda items.

NEW BUSINESS

The ad hoc committee presented the following slate of officers for 2018-2019:

Chairman: Patricia White
Vice-Chairman: Feliecia Brooks
Secretary: Lawrie Parker

Hearing no nominations from the floor, the board moved:

To accept and elect the slate of officers as presented. Moved, seconded, and passed by vote of those present as shown below:

<i>Board Member</i>	<i>Moved/Second</i>	<i>Voted No</i>	<i>Other</i>	<i>Voted Yes</i>
<i>Mrs. Henrickson</i>	S			X
<i>Mrs. White</i>				X
<i>Mrs. Parker</i>			Absent	
<i>Ms. Martella</i>				X
<i>Ms. Brooks</i>	M			X
Tally				4

Capital Improvement Plan FY 2020-2024

Mrs. Del Rosso reported that fiscal year 2020- 2024 capital projects must be submitted by September 28. The board authorized Mrs. Del Rosso to submit a request for a new Warrenton library for fiscal year 2020 and a New Baltimore library in the "future years" category. Library staff will present the draft plan for ratification at the October board meeting.

The board moved:

To authorize library staff to submit the FY 2020-2024 CIP by September 28, and to place the draft plan on the October agenda for ratification. Moved, seconded, and passed by vote of those present:

<i>Member</i>	<i>Moved/Second</i>	<i>Voted No</i>	<i>Other</i>	<i>Voted Yes</i>
<i>Mrs. Henrickson</i>				X
<i>Mrs. White</i>				X
<i>Mrs. Parker</i>			Absent	
<i>Ms. Martella</i>	M			X
<i>Ms. Brooks</i>	S			X
Tally				4

Library Marketing Plan

Mrs. Pavlock discussed and recommended elements that should be included in a request for proposal when hiring a firm for a strategic marketing campaign.

Mrs. Del Rosso noted that funds to develop a strategic marketing plan may be available through a PATH Foundation Technical Assistance grant. A PATH grant would require a 20 percent cash match. After agreeing that the local match could come from the trust fund, the board moved:

To authorize library staff to apply for a PATH Technology Assistance grant. Moved, seconded, and passed by vote of those present:

<i>Member</i>	<i>Moved/Second</i>	<i>Voted No</i>	<i>Other</i>	<i>Voted Yes</i>
<i>Mrs. Henrickson</i>			Abstain	
<i>Mrs. White</i>				X
<i>Mrs. Parker</i>			Absent	
<i>Ms. Martella</i>	S			X
<i>Ms. Brooks</i>	M			X
<i>Tally</i>				3

Mobile Hotspots

Mrs. Del Rosso discussed applying for a \$7,000 Make it Happen PATH Foundation grant to purchase 20 wireless hot spots. The requested amount would cover startup costs of the program and operating costs for one year. Ongoing costs after the grant period ends would be covered by reassigning funds from the library's technology budget.

After discussing the benefits of mobile hotspots to the Fauquier community, the board moved:

To authorize library staff to apply for a PATH Make it Happen grant to initiate a library "Internet to Go" program. Moved, seconded, and passed by vote of those present:

<i>Member</i>	<i>Moved/Second</i>	<i>Voted No</i>	<i>Other</i>	<i>Voted Yes</i>
<i>Mrs. Henrickson</i>			Abstain	
<i>Mrs. White</i>				X
<i>Mrs. Parker</i>			Absent	
<i>Ms. Martella</i>	M			X
<i>Ms. Brooks</i>	S			X
<i>Tally</i>				3

The meeting was adjourned at 4:52 p.m. by consensus.

Secretary

Chairman