

Botetourt County Library Board of Trustees

Minutes April 12, 2023

Public Meeting -- 2:00 -- Greenfield

Present: Steve Clinton, Julia Patterson, Julie Phillips, Brandi Porter, and Marlene Preston

Unable to Attend: Chris Becke, Mary Lynne Leffel

Guests: G. Charles Ruhl, Lucy Ruhl, Danny H. Goad, Steve Vest, Sarah Rodgers

Call to order: 12:03

Minutes: Previous minutes were approved electronically and posted on the Library website:

<https://www.botetourtva.gov/AgendaCenter/Library-Board-of-Trustees-2>

Public comment period

Reconsideration Policy/Form -- Julie Phillips

- The first reconsideration request has been received and included multiple titles submitted for reconsideration.
- The Committee includes three people: two professional librarians and one Library Board member.
- One title typically takes 30 days to review –
 - Logistical difficulties in providing copies for reviewers, who all need to review the same title.
 - The process must be equitable across patrons. One patron submitting multiple requests could monopolize the process, causing long waiting periods for other patrons submitting requests. Also, a title under review may be temporarily unavailable to other patrons if insufficient copies are available.
 - The library must be responsible for using staff time effectively and ensure that other public services and patrons are not negatively impacted while staff review titles for reconsideration.
 - The fiscal impact: approximately \$400 in staff time per title
- Proposed changes:
 - Limit the number of active requests to 10 at a time
 - Require a separate form for each title
 - Offer no specific review time because the 30-day time frame is no longer reasonable given recent trends of multiple simultaneous requests
 - As each title will be reviewed comprehensively for adherence to the collection development policy, establish a three-year time frame before a title may be reviewed again once the committee has made a decision
 - Specify that reviews will involve only materials owned by Botetourt County
- Discussion
 - We need to be mindful of communicating routinely with people who have filed a request.

- Having more than one review committee would tax the system, possibly requiring the reduction of other services due to limited staff availability and making more materials unavailable to patrons.
- We have no mechanism for a person to request that a book stay in the collection. The list of contested titles is not currently publicized. We do want to be sensitive to all voices.
- Trustees voted unanimously in favor of the proposed changes.

Collection Development Policy Review -- Julie Phillips

- Trustees have reviewed and approved the policy, which is posted on the library website
- Discussion –
 - The collection is determined by many factors, including: the budget, routine weeding of the collection, and space available.
 - Checkouts of children’s books should have oversight by parents.
 - Books are purchased for the system and then divided among the branches, based on circulation numbers.
 - Even if we pull a book from our collection, it might still be available through the Consortium.
 - The majority of purchases are new releases. Older books might be purchased if there’s a gap in the collection or if an older title regains popularity.

Advocacy -- Marlene Preston

This discussion will be conducted at the May meeting.

Director’s update – Julie Phillips

- Ag Day at Eagle Rock had over 200 attendees.
- The Summer Learning Challenge launches in a few weeks. The theme is "Finding Your Place in Time and Space." The printed events calendar came out today.
- Buchanan renovation - architect met with the code official and is finishing up the design.
- You're all invited to Staff Day, especially AM start and stay for lunch - Mon, May 1.
- National Library Week is April 23-29. Libraries will celebrate with special buttons and inviting patrons to share their library stories and memories.
- [Historic Preservation](#) web page is live.
- [BOCO Facts 4 U](#) web page helps address rumors and give factual, reliable information to citizens.

Adjournment – 1:05

<p>Next Meeting – May 10, 2023 at noon Blue Ridge</p>
--