

Botetourt County Library Board of Trustees

Minutes June 14, 2023

Public Meeting -- 12:00 – Greenfield

Present: Steve Clinton, Julia Patterson, Mary Lynne Leffel, Chris Becke, Brandi Porter, Marlene Preston, Julie Phillips

Call to order: 12:00

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

No speakers were registered in advance of the meeting. Preston reminded visitors that no public comment would be allowed from the floor during the meeting.

Incentive Fund requests -- Julie Phillips

Each library branch submitted requests for Incentive Funds from the County. Up to \$15,000 in matching funds is available. Trustees discussed the proposals from all four branches and voted unanimously to advance the proposals, each of which was supported by matching funds from the Friends of the Library (FOL).

- Blue Ridge: mural request--\$3,500 total with \$1,750 commitment from Blue Ridge FOL
- Buchanan: garden and mural request--\$6,000 total with \$3,000 commitment from Buchanan FOL
- Eagle Rock: 2 requests for furnishings--\$5,000 total with \$2,500 commitment from Eagle Rock FOL
- Fincastle: furnishings request for use after library update with new paint and carpet this winter--\$15,491 total with \$7,750 commitment from Fincastle FOL

Director's update – Julie Phillips

Please see attached.

Meeting schedule – Marlene Preston

- July 12--According to the bylaws, Trustees must hold 8 meetings a year, leaving room for cancellation as needed. Marlene will be out of town in July, and the Trustees decided to cancel the July meeting.
- August 9--The August meeting will be held as scheduled. Julie will check for meeting spaces.

Adjournment: 1:00 pm

Summer Meetings

July 12 – canceled

August 9 – location TBA

Director's Report – Julie Phillips

- Website updates include pages for Collection FAQs and For Parents & Caregivers (linked from www.bocofacts4u.info). The Reconsideration Request form has been added under Policies and Collection FAQs for easier access and visibility. The website will undergo usability testing hopefully later this year.
- Summer Learning Challenge statistics
 - Over 8,500 branch visits since SLC began (over 2K per week)
 - Almost 1,000 attended SLC programs so far
 - Talked to about 300 people at BOCO Wild
 - Over 600 recorded uses of office services like copy, fax, scan
 - Answered over 3,680 questions
 - 778 Beanstack readers
 - One child had read 3,000 pages already!
 - Puzzles in library spaces have been very popular
- SLC programs
 - Information literacy series with Josh Urban
 - Larsen's Lizards last week was very popular, Bubble Brigade is next week
 - Other programs can be seen in the flyer and online calendar
- Digital Navigators - staff have assisted with about 50 extended tech help sessions since SLC began, and demand is expected to rise with broadband rollout. A staff team is working on a more structured approach to ensure sustainability with increased demand.
- Facilities
 - AED replacements - backorder
 - Hearing loops are available at every branch
 - Fincastle - hours extended to match Blue Ridge; planning for winter renovation
 - Buchanan - the architect is working on construction and design documents
 - Eagle Rock - has a new mural in the children's section; will restripe parking lot; gearing up for outdoor improvements
 - Blue Ridge - mural in progress (adult/main areas); will add glass to meeting room doors for better transparency; considering addition of soundproof quiet study booths; new roof slated for next fiscal year
- Staff training
 - Project Enable - staff learned how to assist people with various disabilities, from neurodiversity to physical disabilities

- Children's Trust - staff will receive training in July to identify and respond appropriately to potential child abuse cases
 - Staff undergo regular training, both collective and personalized
- OCLC Wise ILS (online catalog)
 - Mobile app launch delayed, hopefully by end of summer
 - Continuing to develop the product with the vendor (as an early adopter)
- Resources
 - In July, the RVL consortium will consider Joomla (shared website) and Hoopla (streaming and downloadable ebooks, eaudiobooks, music, movies, TV, etc.)
- Projects in the works
 - Meeting room hybrid virtual/in-person technology - OWL + projector
 - Traffic counters will be replaced (3 malfunctioning or not working)
 - Self-service printing, including printing from a mobile device
- Holidays - closed for Juneteenth weekend and for Independence Day