

MINUTES OF LIBRARY BOARD MEETING

PURPOSE OF MEETING: Regular Library Board Meeting

DATE OF MEETING: June 17, 2020

LOCATION: Meeting held via Skype.

NOTICE: This virtual meeting of the Appointments Committee was held pursuant to and in compliance with the Virginia Freedom of Information Act, Section 2.2-3708.2 and state and local legislation adopted to allow for continued government operation during the COVID-19 declared emergency. All participating members of the Library Board of Trustees were present at this meeting through electronic means. All members of the public may view this video of this meeting on the City’s website at www.fallschurchva.gov/CouncilMeetings.

1.- MEETING CALLED TO ORDER BY: Ms. Claudia Gutierrez at 7:00 PM

THOSE PRESENT:

<p><u>Library Board Members</u></p> <p>Ms. Stephanie Oppenheimer: <u>✓</u></p> <p>Mr. Jeff Peterson: <u>✓</u></p> <p>Mr. Chet De Long: <u>✓</u></p> <p>Ms. Molly Novotny: <u>✓</u></p> <p>Mr. Don Camp: <u>✓</u></p> <p>Ms. Chrystie Swiney: <u>✓</u></p> <p>Ms. Kathleen Tysse: <u>✓</u></p>
--

OTHERS PRESENT: Councilwoman Marybeth Connelly, City Project Manager Lionel Millard, Library Director Jenny Carroll, and Senior Administrative Assistant Claudia Gutierrez

TOPICS OF DISCUSSION:

2.- RECEIPT OF PETITIONS

- The Library Director requested that the Board move the July Library Board Meeting date from the 15th to the 29th.

Upon a motion duly made by Mr. Camp and seconded by Ms. Oppenheimer, the Library Board approved moving the July 15th Board meeting to Wednesday July 29th.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**
Mr. Jeff Peterson **AYE**
Ms. Molly Novotny **AYE**
Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

Mr. Chet De Long **Abstained from voting since his period as a Board Member expires in June 2020.**

The Director asked if there was a quorum for the August 19th meeting. The Board decided to confirm or change the August meeting at the July 29th meeting.

- The Director asked the Board if they had any comments regarding the West End Small Area Plan Project since July 10, 2020 is the last day to submit any input to the Department of Community Planning & Economic Development Services.
- The Director updated the Board on the activity of the Gun Legislation Working Group and requested their recommendation regarding guns in the library. She reported that a majority of the Library Staff expressed their preference for having the most restrictive option for the library. After a discussion, the Board recommended supporting the most restrictive and protective policy for the library.

Upon a motion duly made by Mr. Camp and seconded by Mr. DeLong, the Library Board supports the library staff that open carry and concealed carry weapons be prohibited in the library including ammunition, firearms, and components.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **AYE**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

- The Director informed the Board that to add a point to the LEED certification for the library there is a requirement to state that the library is a non-smoking building and property within 25ft. of the entrance. She is providing a signed statement to the consultants for the LEED pre-submission. In the future, the change will be made to the Library Code of Conduct to reflect the same.

3.- LIBRARY PROJECT UPDATE

- Demolition is 95% complete. Various cuts to the wall concrete inside and outside the building still need to be made.
- The entire electrical conduit installation is in process for the drops, security equipment, and lighting.
- Framing work on the layouts of the new rooms started.
- Mechanical demolition for plumbing fixtures work started.
- The construction is on schedule.

4.- APPROVAL OF MAY 20, 2020 VIRTUAL MEETING MINUTES

Upon a motion duly made by Ms. Oppenheimer and seconded by Mr. DeLong, the Library Board approved the May 20, 2020 Virtual Meeting Minutes with minor changes.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **YES**

Ms. Molly Novotny **AYE**

Mr. Don Camp **YES**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

5.- LIBRARY REPORT AND ANNOUNCEMENTS

- Curbside service was implemented to deliver reserves to patrons. As of June 15th, staff completed a total 377 pickups with an average of 40 pickups per day. Patrons are very pleased with the service provided.
- The Summer Reading Program, including a city staff program, has started online through Beanstack Software and Mobile App; to date there are 637 registrations. Virtual programming will continue through the summer.
- Two consent items will be submitted to City Council on Monday, June 22nd to authorize, for fiscal year 2021, the expenditure of more than \$100,000 for Baker & Taylor (physical books) and Overdrive (e-resources).
- Circulation Supervisor Billette Ripy and Reference Supervisor Marshall Webster have created a webpage about anti-racism in response to the recent events. The webpage includes statements from the Library Board, the Library Director and access to an anti-racism collection of e-resources with unlimited check-outs. Additional information will be added regularly to the webpage about different events regarding this subject. Staff selectors are also regularly adding items to the library collection about diversity and inclusivity for both adults and youth.
- The Director and Mr. Webster will attend a meeting of the Falls Church History group panel and will offer library resources from the Local History Room. This group panel is formed by 25 people and will be discussing the importance of the history of Falls Church.

6.- LIBRARY FOUNDATION REPORT

- Don Camp, Foundation member, reported on the recent meeting including the upcoming annual solicitation drive, the new website, and their new logo. The main topic concerned their mentor and one of the founders of the Foundation, Mr. Chet DeLong. He is ending his fifth term on the library Board after 26 years of his volunteer service to the library. The Foundation wants to honor him and his services with an annual award in his honor. Mr. Camp read the Foundation statement that will

be released to the media regarding the Chet DeLong Award. The Board thanked the Foundation for recognizing all the valuable work from Mr. DeLong through all these years.

Upon a motion duly made by Mr. Camp seconded by Mr. Peterson, the Library Board officially thanked Mr. DeLong for his service to the library over these many years.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **ABSTAINED**

Ms. Molly Novotny **AYE**

Mr. Don Camp **YES**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **AYE**

The Library Director also thanked Mr. DeLong for all his hard work and support given to the library.

7.- COUNCIL LIAISON REPORT

The City budget has been trimmed. The CIP budget has passed first reading. COVID-19 phase II started and is preparing for phase III. There were discussions regarding the reopening of the City Government to the public. Council is also working on passing the Firearms Policy.

8.- ARTS AND HUMANITIES COUNCIL REPORT

Ms. Swiney is waiting for Council to be officially be sworn-in as a liaison. Next meeting is on Tuesday. However, she might not be able to attend all the meetings due to her lack of time. She offered to follow up with Staff Liaison Corey Jannicelli for updates. At the June 18th meeting they will discuss the Falls Church Art Policy.

9.- DRAFT POLICY CIRCULATION OF LIBRARY MATERIALS AND FINES/FEE SCHEDULE – 2ND READING

Upon a motion duly made by Mr. DeLong seconded by Ms. Swiney, the Library Board approved the Second Reading of the Draft Policy Circulation of Library Materials and Fines/Fee Schedule.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **YES**

Mr. Chet De Long **YES**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **No vote since she left the meeting early**

Upon a motion duly made by Mr. DeLong seconded by Mr. Peterson, the Library Board authorized the Director to wave overdue fines and fees as she sees fit.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **YES**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **No vote since she left the meeting early**

10.- DISCUSSION OF BROAD AND WASHINGTON DEVELOPMENT VOLUNTARY CONCESSIONS AND DRAFT LETTER

After a discussion and changes made to the draft letter, the Board approved it. The Board agreed to copy the approved letter to City Manager Wyatt Shields and to Planning Director Paul Stoddard. Councilman Connelly mentioned that this project has not been approved and there are still many steps along the way in the process of this project.

Upon a motion duly made by Mr. Camp seconded by Mr. DeLong, the Library Board approved the draft letter as amended.

ROLL CALL VOTE

Ms. Stephanie Oppenheimer **AYE**

Mr. Jeff Peterson **AYE**

Mr. Chet De Long **YES**

Ms. Molly Novotny **AYE**

Mr. Don Camp **AYE**

Ms. Chrystie Swiney **AYE**

Ms. Kathleen Tysse **No vote since she left the meeting early**

11.- BUSINESS NOT ON AGENDA

There was a question on when will be appropriate for the Board to have a tour of the library construction site with the proper safety equipment. The Director will ask Project Manager Millard and will inform the Board.

12.- ADJOURNMENT

Upon a motion duly made by Mr. Camp seconded by Mr. DeLong, the Library Board voted unanimously to adjourn the meeting at 8:43 PM.

Respectfully submitted,

Jenny Carroll
Library Director

Approved:

Stephanie Oppenheimer, Chairperson

Copies: Board of Trustees, City Manager, Library Reference Desk, Staff Bulletin Board, City Clerk, Library Web Page

The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act. To request a reasonable accommodation for any type of disability, call 703-248-5032, TTY 711.