

**MEETING MINUTES OF THE BOARD OF TRUSTEES**  
**MARY RILEY STYLES PUBLIC LIBRARY**  
Held in the Mary Riley Styles Public Library  
120 N. Virginia Avenue Falls Church, VA 22046  
**May 18, 2022**

**1. CALL TO ORDER**

Chairperson Stephanie Oppenheimer called the meeting to order at 6:02 p.m.

**2. ROLL CALL AND INTRODUCTION OF GUESTS**

The following Board members attended the meeting:

Bizzy Bracken (Participated electronically)  
Patrick Cronin  
Janis Johnson  
Molly Novotny  
Stephanie Oppenheimer  
Chrystie Swiney

Jeff Peterson - absent  
Youth Representative Raissa Borges - absent

Ms. Bizzy Bracken participated in the meeting via cell phone. Ms. Bracken stated that she was quarantining with a family member at home.

**Upon a motion duly made by Mr. Cronin and seconded by Ms. Swiney, the Library Board unanimously moved to allow Ms. Bracken to participate at tonight's Board meeting by conference call under the resolution adopting the policy for electronic participation in meetings.**

Others present for the meeting included: City Council member Marybeth Connelly, Falls Church City Public Schools liaison Sue Dimock, and Youth Representative Erin Tarpgaard. Library Director Jenny Carroll and Administrative Assistant Claudia Gutierrez were also present.

**3. RECEIPT OF PETITIONS**

No petitions.

**4. APPROVAL OF MAY 20, 2022 MEETING MINUTES**

**Upon a motion duly made by Mr. Cronin and seconded by Ms. Swiney, the Library Board approved the May 20, 2022 Meeting Minutes.**

**5. LIBRARY REPORT AND ANNOUNCEMENTS**

- West Falls Groundbreaking invitation forwarded to board members.
- Howard Herman Farewell May 28<sup>th</sup> at noon – invitation will be forwarded to the board.
- Update on programs including the start of summer reading in June.

- Upcoming closures – May 29 & 30 for observing Memorial Day; June 8 10:00 a.m. – 12:00 p.m for staff meeting; June 16 12:00 p.m – 3:00 p.m. for City Employee Picnic.
- Reviewed Electronic Participation and board bylaws. The director is working on alternatives to using a phone for participation.

## **LIBRARY PROJECT UPDATE**

- Centennial submitted their final invoice.
- The Matthews Group is currently pricing additional items.
- Lionel Millard is working with BKV and Brinjac on issues with the HVAC
- Mr. Millard reports anticipated project closeout by mid-June.

## **6. COUNCIL LIAISON REPORT**

Ms. Connelly reported that Council expects to hear from Mr. Millard in mid-June about the library project closeout. The City budget for FY2023 has passed.

## **7. SCHOOL BOARD LIAISON REPORT**

Ms. Dimock reported that the Education Foundation Gala will be held this Friday.

Ms. Tarpgaard reported that the library will have kittens at the library on June 2<sup>nd</sup> at the suggestion of the Teen Advisory Board.

## **8. LIBRARY FOUNDATION REPORT**

The Foundation board met in May and Ed Rose announced his retirement. Recently John Rodock decided not to renew his board appointment. Both Mr. Rose and Mr. Rodock had a long service record with the Foundation. At the elections in May, Jess Sabo was elected chair. The Foundation has two promising candidates for the vacant positions. The Foundation expresses gratitude to Mr. Peterson for the suggestion of joining the Combined Federal Campaign and are exploring this option. At the June meeting Ms. Carroll will present the funding request to the Foundation. The Foundation display has been installed at the front entrance of the library. The Foundation will be walking in the Memorial Day parade.

## **9. ARTS AND COMMUNITIES COUNCIL REPORT**

Ms. Swiney reported that she is monitoring the minutes and agenda items of the council. There was a discussion of the board's participation in the council and changes in membership. The board decided to continue to monitor the council and attend when there were items of interest to the library board.

## **10. LIBRARY POLICIES TO DISCARD**

**Upon a motion duly made by Mr. Cronin and seconded by Ms. Swiney, the Library Board discarded the following policies: Lost and Found, Patron Phone Use, Cash Handling, Petty Cash, and Research Assistance (Youth Services).**

**11. ON-GOING EQUITY DISCUSSION**

- The City wide compensation study is nearly complete.
- Progress is being made on the library website upgrade.

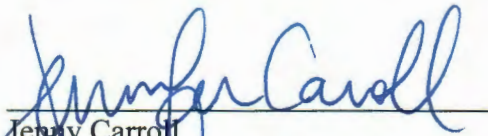
**12. BUSINESS NOT ON THE AGENDA**

None

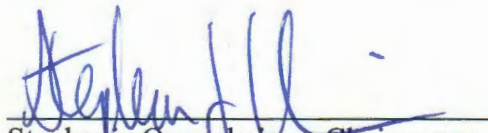
**13. ADJOURNMENT**

**There being no further business, upon a motion duly made by Mr. Cronin and seconded by Ms. Swiney, the Board of Trustees voted unanimously to adjourn the meeting at 7:06 p.m.**

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.