

**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
September 21, 2022

1. CALL TO ORDER

Chairperson Jeff Peterson called the meeting to order at 6:00 p.m.

2. ROLL CALL AND INTRODUCTION OF GUESTS

The following Board members attended the meeting, exceptions noted:

Bizzy Bracken (Absence Excused)
Patrick Cronin
Janis Johnson
Molly Novotny
Stephanie Oppenheimer
Jeff Peterson
Chrystie Swiney (Absence Excused)

Others present for the meeting included: School Board liaison, Sue Dimock, Library Director Jenny Carroll and Sr. Administrative Assistant Claudia Gutierrez. Also attended Library Foundation President Jess Sabo, and Andrew Olesen representing the Bike Falls Church group.

City Residents Claire McCray and Jessie Labukas attended and introduced themselves as potential Library Board candidates.

3. RECEIPT OF PETITIONS

No Petitions

4. APPROVAL OF AUGUST 17, 2022 MEETING MINUTES

Upon a motion duly made by Ms. Novotny and seconded by Mr. Cronin, the Library Board approved the August 17, 2022 Meeting Minutes with one minor correction.

The Board Agenda was amended and item 11 was moved up to number 5

5. BIKE FALLS CHURCH/GREAT STREETS DISCUSSION

Mr. Andrew Olesen is on the Citizens Advisory Committee for Transportation (CACT) board and part of the Bike Falls Church group. He explained to the Board their goals and advocacy for safer streets and trails in the City of Falls Church. The CACT goal is to have adequate infrastructure and education in the City for kids to be able to walk and bike to school safely, and for adults to be able to bike safely through the City. Another CACT goal is having a dedicated bike lane in the City. Mr. Olesen submitted their proposals to City Council. He also explained the different options for a pedestrian/bike mall and no parking zones along the length of Park Avenue. There was also a discussion about parking issues and if this proposal might alleviate that problem. According to a City's

parking study, some parking areas are underutilized. There were some questions from the Board on possible bike routes for kids to go to school. Mr. Olesen also suggested partnering with the library on bike related programs.

5. LIBRARY REPORT AND ANNOUNCEMENTS

Great Streets Update:

- Project Manager Al Astorga provided feedback to the library Director regarding the Park Avenue Great Streets Project. The design calls for the same number of spaces with no increase. The project is in the design stage and goes back to Council as an informational item at the construction phase. Comments from the public and Boards and Commissions are being accepted.
- The Board will draft a letter to Council to express their support of the project concept for a safer street and their preference to keep the library's parking spaces. They will also include their concerns about the potential length of construction and the affect on library parking.

Upcoming Board meetings:

- October 19 - Strategic Planning session with ReThinking Libraries (consultants).
- November 16 – Budget 101/Staffing presentation as preparation for December-January FY2024 Budget discussions.

Board Appointments:

- Council will consider the recommendation of the Appointments Committee on September 27 for one of the library Board vacancies. If that person is approved and takes their oath, they will replace Ms. Oppenheimer. There is still a vacancy to replace Ms. Chrystie Swiney. Next Appointments Committee will meet in October.

Website:

- Positive feedback has been received from the public.
- The color scheme on Overdrive/Libby has been updated to the website colors.

Personnel:

- In process for recruitment/hiring of the Technical Services Supervisor and the Technology Librarian/Coordinator.
- Two Library Assistant I's were hired and started working on September 12.

Virginia Library Directors Conference:

- The Director will be attending the VLPD meeting in Richmond, VA on Thursday September 22 and September 23.

6. LIBRARY FOUNDATION REPORT

Foundation President Jess Sabo, presented the Foundation report:

- At the Fall Festival, the Foundation Board had a wish board fundraiser and raised \$500. They

also received donations from 15 new donors and had a discussion with potential donors for technology related items.

- Next Saturday the Foundation will share a table with the library at the Farmers Market. Strategic planning visual voting boards will be available to the public along with the wish board fundraiser.
- The Foundation is currently working on the annual fundraising letter to be sent in the fall.
- Greenbelt Homes is a new corporate chapter sponsor for the Foundation, for a total of 3 current corporate sponsors.
- The Foundation follows a calendar year budget. Ms. Sabo and Ms. Carroll have been discussing the budget cycles. The Board discussed how the Foundation and library can work together on budget requests.

7. COUNCIL LIAISON REPORT

No report

8. SCHOOL BOARD LIAISON REPORT

Ms. Dimock informed the Board that the first reading of the school calendar policy has occurred and the second reading for the policy will be in October. They are still receiving feedback. The start of the school year was good and students were happy to return to school. The City Schools made a statement about supporting transgender students in response to Governor Youngkin's Transgender Student Policies.

9. ARTS AND HUMANITIES COUNCIL REPORT

No report

10. POLICY 2nd READING – CIRCULATION OF LIBRARY MATERIALS

Upon a motion duly made by Ms. Johnson and seconded by Ms. Novotney, the library Board approved the Circulation of Library Materials Policy as amended.

11. ON-GOING EQUITY DISCUSSION

The City's Staffing and Compensation Study is approaching completion. As a result of the study, City Council set aside \$200,000 of their budget for future compensations. There is also a Staffing Study which has not started yet and will be completed this current fiscal year. The Cultural Assessment Report was delivered to all City Staff Directors, and they are currently working on the recommendations provided in the Study. Ms. Carroll will provide the cultural assessment to the Board.

12. BUSINESS NOT IN THE AGENDA

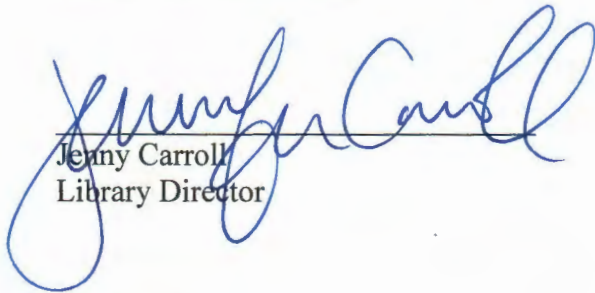
- It was suggested that the director should consider requesting funds for additional library staff

- when preparing the FY2024 budget to be open more hours.
- Since the library reopened a year ago, there have not been any banned book requests.
 - The plants in the tree boxes and the cherry tree are under warranty and will be replaced. There is a group that is interested in adopting the landscaping area in the rear parking.
 - The Board thanked Ms. Stephanie Oppenheimer for all her hard work during her tenure with the library Board.

13. ADJOURNMENT

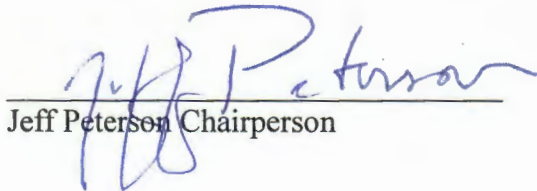
There being no further business, upon a motion duly made by Ms. Oppenheimer and seconded by Ms. Novotny, the Board of Trustees voted unanimously to adjourn the meeting at 7:33 p.m.

Respectfully submitted,



Jenny Carroll
Library Director

Approved:



Jeff Peterson Chairperson

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

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