

MINUTES OF LIBRARY BOARD MEETING

PURPOSE OF MEETING: Regular Library Board Meeting

DATE OF MEETING: January 19, 2022

LOCATION: Meeting held via Microsoft Teams

1.- MEETING CALLED TO ORDER BY: Jeff Peterson at 7:00 PM

2.- NOTICE: This virtual meeting of the Library Board of Trustees 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/362/Library-Board-of-Trustees

3.- ROLL CALL AND INTRODUCTION OF GUESTS

THOSE PRESENT:

<p><u>Library Board Members</u></p> <p>Mr. Jeff Peterson: <u>✓</u> Ms. Chrystie Swiney: <u>✓</u> Ms. Kathleen Tysse: <u>✓</u> Ms. Molly Novotny: <u>✓</u> Ms. Janice Johnson <u>✓</u> Mr. Patrick Cronin: <u>✓</u> Ms. Stephanie Oppenheimer: Absent Excused</p>

OTHERS PRESENT: Council Liaison Marybeth Connelly, CBC Youth Representatives Raissa Borges and Erin Tarpgaard. Atlantic Realty Developers: Mr. Adam Schulman and Jackson Marsteller, and Developer’s Leader Council Andrew Painter from Walsh Colucci. Library Director Jenny Carroll and Administrative Assistant Claudia Gutierrez. City Resident Bizzy Bracken was present as well.

Planning Commission Member Rob Puentes not present.

TOPICS OF DISCUSSION:

4.- ONE CITY CENTER PROJECT REVIEW

Mr. Shulman presented an overview of the One City Center Project showing the site area and prominent features of the project. There was a discussion about the Voluntary Concessions. The VCs for the Library and Parks and Recreations will be separated. Mr. Peterson asked if the VCs could go to the Library Foundation. The response was that this decision is up to Council. Mr. Peterson requested that Mr. Schulman take a stronger stand for the library when reaching out to Council regarding VCs for the library. It was remarked on the importance of considering the proximity of the OCC Project to the library and the pressure that this project will bring on the services and resources of the library.

5. RECEIPT OF PETITIONS

None

6.- APPROVAL OF DECEMBER 15, 2021 MEETING MINUTES

Upon a motion duly made by Mr. Cronin and seconded by Ms. Swiney, the Library Board approved the December 15, 2021 Meeting Minutes.

ROLL CALL VOTE

Mr. Jeff Peterson **Abstained**
Ms. Chrystie Swiney **AYE**
Ms. Kathleen Tysse **AYE**
Ms. Molly Novotny **AYE**
Ms. Janis Johnson **AYE**
Mr. Patrick Cronin **AYE**

7.- LIBRARY REPORT AND ANNOUNCEMENTS

- Founders Row II project update is still on hold.
- Library Project update:
 - The vendor for the cabinets and sink for the staff area has been selected.
 - The new fence for the bio-retention pond has arrived and waiting for the installation date.
 - Control boards for the humidifiers installation is in progress. Once they are installed, the winter mode commissioning will take place.
 - Quality assurance and quality control for the HVAC is in progress.
 - Installation of Assisted Listening System for medium and large meeting rooms is pending.
 - In two weeks, a meeting with The Matthews Group will take place to go over additional items for the library.

There was a question regarding the final pending LCOC meeting. This meeting will be scheduled by City Manager Wyatt Shields after the Library's Project final report gets submitted by PM Lionel Millard.

Ms. Carroll provided the Board with an overview of the City's budget guidance and the library priorities for the Fiscal Year 2023 library budget. The budget will be flat, however, personnel is a key priority. Ms. Carroll will send the budget draft to the Board for review early February, and it will be discussed at the February Board meeting, which has been moved to the 9th. Once the budget is approved by the Board, it will go the Finance Department for an internal review. On March 28th, Mr. Shields will present the whole City budget to Council. Public hearings will be in April, and May 9th for the final adoption.

There was a comment about extending weekend hours. Additional weekend hours would require more staffing and be included as an unmet need request. There are activities and programs that staff want to be incorporated in the library's services and currently staff are feeling overwhelmed and overextended. Ms. Carroll will include a staffing analysis in the budget presentation.

8.- LIBRARY FOUNDATION REPORT

No report.

9.- COUNCIL LIAISON REPORT

- City Council is back in session.
- New Council member Caroline Lian has joined the Council.
- Council is waiting to hear back from Boards and Commissions about One City Center Development.
- Superintendent Dr. Noonan presented his budget to the School Board.
- Budget is in good shape with the growth revenue. Grocery tax will be reduced. Personnel is a priority.
- Council will have their retreat this month.
- On Monday's Council meeting, there were discussions on improvement to pedestrian sidewalks, bike and car interfaces which is one of Council's priorities.

There was a question about the MRSPL Foundation receiving the VCs from the OCC Project. Ms. Connelly proposed that Council work on the details of how the VCs should be handled and having an official statement.

The Board will draft a letter to present to Council including additional comments regarding the VCs for the library. The draft letter and the previous Foundation letter will be included in the Board packet and discussed at the February Board Meeting. Board comments are to be provided to the planning staff by February 23.

10.- ARTS AND HUMANITIES COUNCIL REPORT

No report.

11.- LIBRARY POLICY TO APPROVE – 2ND READING FALLS CHURCH HISTORY ROOM

The suggestions from the Board have been incorporated into the 2nd reading. No changes have been made. There was a discussion about the promotion of the FCHR collection. It was suggested that Ms. Carroll present to the Board ideas on how to proceed with promoting the FCHR and the library staff role in preserving and promoting FCHR materials.

Upon a motion duly made by Ms. Tysse and seconded by Ms. Swiney, the Library Board final approved the Falls Church History Room as presented on its second reading.

ROLL CALL VOTE

Mr. Jeff Peterson **AYE**
Ms. Chrystie Swiney **AYE**
Ms. Kathleen Tysse **AYE**
Ms. Molly Novotny **AYE**
Ms. Janis Johnson **AYE**
Mr. Patrick Cronin **AYE**

12.- EQUITY DISCUSSION

There was a suggestion to collect materials for the FCHR, and about being more inclusive through expanding outreach to other local organizations. One of the suggested partners is Tinner Hill Foundation who could add some of their information to the FCHR. There have been some donated archives to the FCHR from community groups and agencies which are listed on the website. Library staff will work on outreach to community groups including the Tinner Hill Foundation, and developing programming and displays. Staff will also work on the FCHR collection development procedure to identify gaps that need to be filled.

There was a question regarding the promotion of English classes being delivered through the Literacy Council and the school system. Ms. Carroll will review the information that was sent to her.

13.- BUSINESS NOT ON THE AGENDA

The School Board is exploring having a school Board liaison to the library and had a positive reaction to it. The Board congratulated Ms. Claudia Gutierrez who was selected as the recipient for the MRSPL Foundation Annual Chet DeLong Award for Outstanding Service in 2021.

14.- ADJOURNMENT

Upon a motion duly made by Ms. Novotny and seconded by Mr. Cronin, the Library Board voted unanimously to adjourn the meeting at 9:03 PM.

Respectfully submitted,

Jenny Carroll
Library Director

Approved:

Jeff Peterson, Vice 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.