



**Minutes of the Meeting of the Heritage Public Library
Board of Trustees
New Kent
December 4, 2023**

Trustees present:

Robert Kikkert, Chair
Jay Templin, Vice Chair
Jerene Beyer, Secretary
Rose Schooff, Treasurer
Victoria Brame
Lelia McKee
Chris Matthies
Kimberlee Moyer
Glenda Greene

Also present:

Janet Woody, Interim Director

- I. **Call to Order:** Chair called the executive session to order at 7:00 PM.
- II. Chair introduced Janet Woody the interim director for Heritage Public Library. She has looked into the organization of the library and brought up a few items for the board to consider:
 1. Per capita spending comparisons on peer libraries was handed out.
 2. The elevator is unreliable.
 3. The New Kent building is at capacity.
 4. The Charles City building is underutilized.
 5. The staffing structure is fragile and longing for stable guidance.
 6. Losing good talent to neighbors that have benefits.
 7. Financial arrangements are antiquated. (Paper checks versus direct deposit)
 8. Consider a name change
- III. Kim Moyer made a motion and seconded by Chris Matthies to enter Close Session pursuant to Section 2.2-3711(A)(1) of the Code of Virginia for the purpose of discussing the hiring of a new library director.
- IV. A motion was made by Lelia McKee and seconded by Kim Moyer to come out of closed session and certify that only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were discussed.
- V. Motion made by Lelia McKee to adjourn and seconded by Chris Matthies and unanimously approved. The meeting was adjourned at 8:10 PM

improve access to the library. There is a kid friendly version of Overdrive through SORA which may lead to a deeper relationship with school children.

New Atrium system is working. Training was completed by staff.

Jesse Kelley will no longer be the director. He is getting the budget in place for the new director. He is working on bibliostat report for the Library of Virginia due in January. PLA grant input is due at the end of January. Jesse Kelley thinks he will have nearly done by the time he leaves.

The website Newsbank to be purchased. It gives access to the Richmond Times Dispatch and other newspapers. It will start up in November and will cost about \$1000. The RTD cost \$700 per year alone. Anyone in the county with a library card can access. Ways must be found to let residents know about it.

73 new library cards were issued in September.

VII. **Committee Reports:** There were none.

VIII. **Unfinished Business:** None

IX. **New Business:** A motion was made by Lelia McKee and seconded by Rose Schoof to enter into closed session pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia for the purpose of discussion of personnel issues lawfully exempted from the opening meeting requirements of the Virginia Freedom of Information Act.

X. **Close Session:** A motion was made by Kimberlee Moyer and seconded by Lelia McKee to come out of closed session.

XI. **Adjournment:** Rose Schoof made a motion to adjourn, seconded by Chris Matthies and unanimously approved. The meeting was adjourned at 8:20 PM. The next meeting is scheduled for January 22, 2024