

**Minutes of the Meeting of the Heritage Public Library  
Board of Trustees  
New Kent  
April 21, 2025**



Trustees present:

Robert Kikkert, Chair  
Jay Templin, Vice Chair  
Rose Schooff, Treasurer  
Kimberlee Moyer  
Victoria Brame  
Jane Copland  
Lelia McKee  
Rene Lockwood

Absent:

Jerene Beyer, Secretary  
Jean Hancock  
Jordan Bowman

Also present:

Stacey Tromblee, HPL Executive Director

**Call to Order:** Chair called the regular quarterly meeting to order at 7:00 PM.

**Approval of Agenda:** Lelia McKee made the motion to approve the agenda, seconded by Jay Templin and unanimously approved.

**Approval of Minutes:** Kimberlee Moyer made the motion to accept the minutes and seconded by Rene Lockwood. Motion was approved.

**Treasurer's Report:** A \$100,000 CD will be purchased in the coming weeks. The third quarter budget report was presented. It was reported that state categories that are overspent will be moved to local expenditures.

Library Services and Technology Act (LSTA) facts were presented. The library could lose federal funding in the upcoming fiscal year.

**Director's Report:** The Director reported that Amy Mechling has certified as Passport Lead Agent and staff has attended training for Summer Reading Program planning. The Bike Repair Station donated by Rotary of New Kent has been installed by General Services of New Kent.

**Committee Reports:** None

**Unfinished Business:** None

**New Business**

**Election of Officers:**

Robert Kikkert was asked to be the Chairman for the next year. A motion was made by Rose Schooff to approve Robert Kikkert as Heritage Public Library Board of Trustees Chairman and seconded by Jane Copland. Motion was approved.

Jay Templin made a motion to appoint Rose Schooff for another year as Treasurer. It was seconded by Lelia McKee. Motion was approved.

Jay Templin Vice Chairman. Kimberlee Moyer made a motion and seconded by Lelia McKee. Motion was approved.

It was recommended to ask Jordan Bowman to be Secretary for the upcoming year. Jay Templin made a motion, contingent upon Jordan's acceptance, that he be appointed Secretary. The motion was seconded by Kimberlee Moyer. Motion was approved.

**ByLaws Update:** It was discussed that the bylaws be changed under Article V: Officers since the Chairman, Vice Chairman, and Treasurer would be serving more than two consecutive terms in the same office. The updated language under V: Officers would be "No officer shall serve more than two consecutive terms in the same office **without consent of the Board.**" A motion was made by Lelia McKee to approve the new language and seconded by Kimberlee Moyer. Motion was approved.

It was noted that this meeting was Kimberlee Moyer's last meeting after serving for eight years on the Board. Thanks for her service were shared.

**Adjournment:** A motion was made by Jay Templin to adjourn, seconded by Victoria Brame. Motion was approved.