

**Williamsburg Community Library  
Board of Directors Minutes**

February 22, 2022

The Williamsburg Library Board's meeting was called to order by President Sharon Woods at 6:05 pm. The Pledge of Allegiance was recited.

Members present: Sharon Woods, Virginia Cook, Bruce Rockhold, Ken Hagenback  
Lori Clifton, and Lisa Vencil. Ralph Stover joined the meeting at 6:30 pm

Staff present: Shae Crowley

Volunteer Liaison: Eloise Bennett

**Secretary's Report**

January Minutes were reviewed.

Virginia made a motion to accept the report as presented, Lisa seconded. Motion passed.

**Treasurer's Report** was reviewed.

Lisa made motion to accept the report, Lori seconded. Motion passed.

**Director's Report** was reviewed

In the report, Shae notes that the Library receives \$112.03 for the State Statistics Report she has to turn in each year. Virginia suggested that that money should go directly to Shae for her work on that but she refused to accept. She said it was part of her duties as Library Director.

Shae asked Eloise if some volunteers could help with the Harvesters Summer meals starting in June. They would need to go through Harvesters' training in advance. Eloise will ask some volunteers and get names to Shae.

Shae mentions in the report that the Library was invited to attend the Children's Literature Festival April 27th hosted by Ottawa University. We have many books in the Library of the authors and illustrators that will be there. We discussed what a great PR opportunity this would be for our town and Library. Ottawa University foots the entire bill so it was discussed about helping by donating to support their effort.

Virginia made a motion to donate \$500 to the festival from the Designated Children's Funds.  
Ken seconded and the motion passed.

With that donation will come tickets to a "Meet the Authors/Illustrators" dinner. Attendees from the Library will be decided later.

Ken made motion to accept the Director's Report, Virginia seconded. Motion passed.

**Old Business:**

Discussion about current state of Covid-19 in Franklin County and the necessity to continue the current mask policy for the safety of the staff and patrons. Bruce suggested that since the next meeting is only three weeks away, we should at least extend to next meeting and make a decision then when we know better how the state of the virus is.

Virginia made a motion to continue the current mask policy to next month's meeting where it will be reviewed again. Bruce seconded. Motion passed. Mask policy will be reviewed at the March, 2022 Board meeting.

Ralph gave an update on the Cottonwood Tree out back. He said the tree had been trimmed to keep limbs from falling into power lines and onto roof. We reminded him again that the side walk was heaving due to the Cottonwood's roots pushing up the slabs of concrete and needs to be re-routed around the roots of the current tree so as to be ADA compliant and fully accessible to the outside pavilion. He thought he might be able to grind down the old roots and replace the concrete pavers flat so as to make it navigable and safe.

### **New Business:**

Ken asked about who was responsible for clearing the sidewalks and parking lot of snow. He, Shae's husband, and her grandson, cleared the walkway last snow and Carroll Mallory bladed the parking lot. Shae said that it was the policy that all storefronts were responsible for clearing their own front sidewalks and parking lots. It was suggested Shae send a Thank you card to Carroll for voluntarily helping us out.

Lori Clifton verbally announced her intention to resign from the Board of Directors effective in March. Shae asked that she also write a letter of resignation for the file and to inform the City Council.

### **Upcoming Events**

Spring Book Sale will take place Saturday, May 7, 8:00 am - 1:00 pm in conjunction with "Junk in the Trunk". As in the past, books will be set up in the foyer for purchase. Your help in moving and setting up books is always appreciated.

Summer Program, June 6th - July 29th

### **Volunteer Report:**

Eloise said she and Shae had talked about when volunteers would once again be able to help in the Library as Covid restrictions are eased and our services return to a bit more normal operation

Eloise also talked about the monthly Book Club and what a wonderful experience it is for the members. She also complimented the Library and its ability to host this positive interaction between the members. They look forward to it every month.

### **Next Board Meeting:**

Next Board Meeting - Tuesday, March 15, 2022 - 6:00 pm

### **Adjournment:**

Lori made a motion to adjourn the meeting at 6:54 pm, Virginia seconded. Motion passed, meeting adjourned.

Respectfully Submitted

Ken Hagenback, Williamsburg Community Library Board Secretary