

**James L. Hamner Public Library**  
**Board of Trustees Meeting**  
**December 15, 2020**

The meeting was called to order by chair, Jennifer Jones at 7:05 pm. Members present were Jill Hames, Ruth Ashton, Tom Hayghe, Carol Hix, Karen Freas, Mary Ann Giles, and Virginia Whitaker. Also present was Supervisor Shaun Weyant. Gail Geraghty and Beatrice Head had excused absences.

**Minutes-** Jennifer asked if everyone had read the minutes from the November 17<sup>th</sup> meeting. There were no questions or corrections to the minutes. Ruth moved that the minutes be approved and Karen seconded. The motion was passed.

**Friends of the Library Report-** No member present. No report.

**Officers' Report-** No reports

**Budget Committee-** The budget for FY 22 was presented. Tom made a motion that we approve the budget as presented. Mary Ann seconded. The motion was passed.

**Facilities Committee-** Jennifer gave an update on the needs study. She has notified Solex Architecture and Design Collaborative consultant firms that they were not chosen for the project. Jill and Jennifer met with a representative from Enteros Designs to see what the next step will be. They will not get started till after the holidays, January or February. They will send a list of things we need to start thinking about. They will want to do group interviews with stake holders such Library Staff, Trustees, Volunteers, etc.

**Evaluation Committee-** Tom sent out evaluation forms for Jill Hames yearly evaluation to board members, Friends of the Library, library staff, volunteers and the county office (Taylor Harvie). He will send Jill a self-evaluation form tomorrow. Tom asks that we get the completed forms back to him as soon as possible. Jennifer and the evaluation committee will plan to meet with Jill mid-February.

**Library Director's Report-** Jill reviewed the November report that was sent out to board members. She stated that digital usage is down. Passports are up. They are working on setting up the printers so that users will be able to print from their phones to the library printers.

**New Business-** Jennifer stated that the list of committees and chairpersons needs be updated. Many of the committees have been inactive. As the board chairperson, Jennifer has the discretion to decide what committees the board needs but she requested

input from the board. The board suggested that the Evaluation committee is needed but that we do not need to add more members to that committee at this time.

The Facilities does not need to be active at this time. We do need to retain the Planning committee but Jill suggested that we only need 3-5 people on that committee or we could just use the executive committee for that purpose instead. The Policy committee is not needed at this time. The Public Relations committee is not needed at this time. We should keep the nominations committee as it is, but it does not need to be put on the bi-monthly meeting agenda.

Karen made a motion to adjourn. Carol seconded.

The next Executive Committee meeting is January 12, 2021 at 4 pm.

The next Board of Trustees meeting is January 19, at 7 pm.

The meeting was adjourned by Jennifer at 7:36 pm