

Powhatan County Public Library  
Board of Trustees Meeting Minutes  
Wed, February 10, 2021

Due to the COVID-19 emergency declared by Governor Northam on March 12, 2020, this meeting was held electronically in accordance with §2.2-3708.2 of the Code of Virginia.

**Present:** Pat Dewey, Joanne Fico, Randy Schulkers, Holly Stallworth, Geri Venable, and Library Director, Whitney Berriman. Guest: Curt Nellis, Powhatan County Emergency Manager. The meeting began at 6:01. Curt Nellis updated the trustees on status of COVID-19 in Powhatan County. In addition, he answered questions and concerns regarding the reopening of the library.

**Call to Order:** Chair Holly Stallworth called the meeting to order at 6:30 PM. January 13, 2021 minutes were read and approved. Motion to approve was made by Randy Schulkers, with second by Joanne Fico.

**Old Business:**

Whitney Berriman reported that there has been no new activity regarding the issue of accepting credit/debit cards for library services. She will continue to pursue. The discussion regarding reopening was moved to the end of the meeting.

**Financial Reports:** The reports were not available; awaiting corrected reports from Finance department.

**Director Report:**

- Digital magazine conversion scheduled for 2/19/21.
- The large print collection has been updated. Items were mended, deaccessioned, recycled for credit, or donated to the FOL. New titles and/or replacements have been ordered.
- PCPL is collaborating with PCPS to offer SORA via PL Connect.
- Readers' Advisory online project is in the home stretch with a 3/1 launch date.
- Obtaining lockers for patron holds has been a challenge. Multiple shipments arrived in damaged condition. Continuing to work with staff to get this project completed as soon as possible.
- PCPL is participating in Overdrive's *Together We Read* program. From 2/10-2/24, PCPL patrons can download the title immediately, with no wait/holds.
- Continuing to follow up with Greater Richmond United Way's VITA program to try to arrange for virtual tax assistance for patrons.
- Goochland Powhatan Master Gardener program series is scheduled for February- April.
- Currently reviewing applications and preparing to schedule interviews for the LA and Sub positions.
- Angie Cabell advised that a county resident who recently moved to the area contacted the Chamber office last week looking for physician contact information. During their conversation, the caller advised that one of the bright spots for her since her move was the library. "She was thrilled with the exceptional service she has received from the library! She says you guys will pull many, many books for her and she would be lost without them." Angie kindly added, "how wonderful that you all take the time to care for this person that needs a little extra love as she transitions in her life."
- Recommended Library Administrative Coordinator for a professional development opportunity with the Association of Rural and Small Libraries.
- Continuing to conduct weekly project meetings with staff.
- January CALD meeting was cancelled. Scheduled to attend February CALD meeting.
- Weather closings and delays can now be submitted to WRIC-TV8. Some of our patrons are unable to access information online, so this will help us reach a greater audience.
- Credit/debit card project is on hold due to C-19 quarantine of Treasurer's department.
- BOS budget workshop scheduled for 2/12.

**Statistic Reports:**

Trustees reviewed the January reports.

**Friends Report:** Joanne Fico reported that a letter will be sent to business members, reaching out regarding membership and reconnecting during the pandemic.

**Public Comments:** There were none.

**New Business:** There was no new business.

**Discussion:** Trustees discussed pros and cons for reopening the library. It was agreed that this will be discussed again at the next meeting.

**Next meeting:** The next meeting will be held on March 10, 2021, at 6PM.

**Adjourn:** Holly Stallworth adjourned the meeting at 7:22PM.

Pat T. Dewey  
Secretary