

Regular meeting
Bedford Public Library System Board of Trustees
Minutes for August 6, 2024
Moneta/SML Library, Community Room

Members present: Debra Bahouth, Sharene Duncombe, Jennifer Lazowski, Olivia Madison, Pamela Palmer, Tracey Reichard

Members not present: Heather Craver

Staff present: Jenny Novalis, Library Director; Jenifer Golston, Moneta Library Manager

Mrs. Palmer called the meeting to order at 5:01pm and asked the Board to review the agenda, calling for any changes to the agenda. There were none. Mrs. Duncombe motioned to approve the agenda, Mrs. Madison seconded, all agreed.

Mrs. Palmer asked the members to review the minutes from the June and July meetings. Mrs. Novalis noted two places where there were misspellings and those have been corrected. There were no other changes, and the minutes for June and July were approved, as amended.

No public comments.

Ms. Golston gave a report on the library programs at Moneta, recent initiatives that the staff were involved with and other items of interest to the Board, from the Moneta community and the Library. Mrs. Palmer noted several nice comments about the Library and thanked Jenifer Golston and her staff for all the good work they are doing in this community.

Mrs. Novalis presented the 2025-2030 strategic planning timeline and reviewed the current strategic plan, and the Library of Virginia's *Strategic Planning Workbook for Virginia Public Libraries*. The Board discussed what was involved in creating a plan and Pamela Palmer volunteered to assist with the community involvement phases. This phase will include focus group information gathering sessions at each branch. The Board also decided to conduct a joint meeting with the BPLS Foundation in October, as part of this process. Mrs. Novalis noted that the BPLS staff committee is scheduled to start work in mid-September, after the Board helps define the values and vision for the next 5 years.

The FY24 stats were discussed and Mrs. Novalis noted that these figures are one piece of the criteria we use to determine successful implementation of the current strategic plan. Other outcomes were discussed, as well. Benchmark stats include program attendance, physical materials circulation, visits to the library, and e-materials circulation. A discussion of current e-book/audiobook spending, usage and publisher's practices for electronic book licensing vs. print book purchasing ensued.

Mrs. Novalis reviewed the expense report from the end of July and noted that July always shows a little more than normal expenditures. One-time, yearly expenses such as insurance premiums and major software renewals will skew the numbers a little. Mrs. Novalis noted no unusual expenses, except for one line that was miscoded and not corrected yet. The revenue report is a month behind current date, and since it is the first month of the year, it will be available next month.

Board member comments:

Mrs. Bahouth stated that she talked to Randy Cox recently and he is doing well.

No new business

Mrs. Palmer asked for a motion to adjourn. Mrs. Duncombe motioned to adjourn, Mrs. Lazowski seconded, all agreed. The meeting adjourned at 6:26pm.