APPROVED MINUTES OF
THE KING WILLIAM COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING OF MAY 20, 2025 6:30 PM

AGENDA ITEM 1. Call to Order

The Chair called the meeting to order at 6:30 pm

AGENDA ITEM 2. Electronic Participation Approval (if needed)

None

AGENDA ITEM 3. Roll Call

Ms. Byrne - Present
Ms. Carlton - Present
Ms. Herndon - Present
Ms. Washington - Present
Ms. Price - Present

Also present: Stacey Davenport, County Administrator
Christa Hazlewood, Deputy Clerk to the BOS
Sue Consdindine, LS&S via ZOOM.

AGENDA ITEM 4. Review and Adoption of Meeting Agenda

The Chair made a request to add rescheduling the June 10, 2025 meeting to New Business, Ms. Carlton made a motion to accept the Meeting Agenda as presented, Ms. Byrne seconded the motion. The Chair called for further discussion, all were in favor and none opposed.

AGENDA ITEM 5. Invocation/Moment of Silence

The Chair led the moment of silence.

AGENDA ITEM 6. Pledge of Allegiance

The Chair led the pledge of allegiance

AGENDA ITEM 7. Consent Agenda

a. Approval of Minutes from April 22, 2025

The Chair called for discussion, Ms. Byrne asked for clarification on the amendments to the by-laws. Chair Herndon read out the amendments and will send these amendments in an email to staff. The Chair asked for these amendments to be made and brought back to the Board for further review. This matter will be continued to the next meeting.

AGENDA ITEM 8. Presentations

None

AGENDA ITEM 9. Citizens Comment Period

The Chair opened the Citizen's Comment Period. The Chair read questions emailed to the Board (see attached)

Speakers were:
Betsy Donoghue - 3rd District
Fran Freimark - 4th District

No other speakers, the Chair closed the Citizen Comment Period.

AGENDA ITEM 10. Unfinished Business

None

AGENDA ITEM 11. New Business

a. Discuss fee based card options for nonresidents.

The Chair called for a discussion: matters discussed were limiting access to the library for non-residents, costs for non-resident cardholders, limitations on what a non-resident can use, digital vs. physical materials, caps on high-demand items, sending surveys out via website, FaceBook and newsletters.
The Chair asked that members of the Board provide Sue with their questions by Friday and that this matter is tabled until the June meeting.
The Chair called for further discussion, Ms. Carlton made a motion to table the discussion until the next meeting and Ms. Price seconded the motion, all members were in favor and none opposed.

b. KWCLS Logo

The Chair called for discussion: the members want to table this until the next meeting.
The Chair called for further discussion, Ms. Washington made a motion to table this discussion and the motion was seconded by Ms. Price, all were in favor with none opposed.

c. Discussion on book transfer (procedure vs. policy)

The Chair called for discussion on the inter library courier service. Sue provided her thoughts on the courier service and the members had a discussion on if an employee would be responsible to this. Sue stated that she wants their employees to be patron focused and the courier closes would be paid by LS&S from the funds received from the county. Staff was directed to have a conversation with LS&S to find a solution.
The Chair called for further discussion. Ms. Washington made a motion to table this discussion until more information is available and Ms. Byrne seconded it, all parties were in favor and none opposed.

d. Policy discussion and amendments

Currently the County Attorney has a draft of the policies and amendments. He will provide comments upon his review of these documents.
The Chair called for further discussion, Ms. Byrne made a motion to table this matter until the

LBOT hears back from the County Attorney and Ms. Price seconded the motion, all were in favor and none opposed.

e. Bylaw discussion and amendment

See comments from the amendments to the draft minutes from the April ___ 2025 meeting. The Chair called for further discussion, Ms. Carlton made a motion to amend the bylaws as discussed pending review of counsel and the board prior to publishing and the motion was seconded by Ms. Byrne. The Chair called for a vote and the members were polled as follows:
Ms. Byrne - Aye
Ms. Herndon - Aye
Ms. Carlton - Aye
Ms. Washington - Aye
Ms. Price - Aye

The motion passes.

AGENDA ITEM 12. Board Comments

The Chair opened the Board Comment Period:
Ms. Carlton: , I'm really excited to be able to engage the community and truly make it their library. I just want to thank everybody for coming again tonight and those of you that are watching from home.

Herndon: I'm very excited about the community engagement component. And the decision-making of libraries. I just want to thank everybody for their time. Thank you, county staff, for all your hard work. Thank you, Sue, for your hard work as well.

No other members wished to comment and the Chair closed the Board Comment Period.

AGENDA ITEM 13. Next Meeting

The next meeting will be June 25, 2025 at 6:30 pm

AGENDA ITEM 14. Adjourn or Recess

The Chair called for a motion, Ms. Washington made a motion to adjourn the meeting and Ms. Price seconded it, all were in favor with none opposed.