APPROVED MINUTES OF THE KING WILLIAM COUNTY LIBRARY BOARD OF TRUSTEES

REGULAR MEETING OF AUGUST 19, 2025 6:30 PM

AGENDA ITEM 1. Call to Order

The Chair called the meeting to order.

AGENDA ITEM 2. Electronic Participation Approval (if needed)

None

AGENDA ITEM 3. Roll Call

Ms. Carlton - District 1 - Present
Ms. Herndon - District 3 - Present
Ms. Washington - District 4 - Present
Ms. Price - District 5 - Present

AGENDA ITEM 4. Review and Adoption of Meeting Agenda

The Chair asked for discussion and finding none, polled the members. All were in favor and none opposed.

AGENDA ITEM 5. Invocation/Moment of Silence

The Chair called for a moment of silence.

AGENDA ITEM 6. Pledge of Allegiance

The Chair led the pledge of allegiance.

AGENDA ITEM 7. Consent Agenda

The Chair asked for discussion and finding none polled the members, all were in favor and none opposed.

a. Approval of Draft Minutes from the July 15, 2025 meeting

AGENDA ITEM 8. Citizen Comment Period

No speakers

AGENDA ITEM 9. Library Board Report - Governance

The Chair opened discussion regarding the amendments to the current KWCLS Policies:
see attachment:
The
Staff will amend the policies and post on all websites.
b. Pop up library - the Board has explored several options and after research into the smart lockers, not finding a location to place this locker the Board is seeking a community partner to facilitate a temporary solution at this end of the county.

AGENDA ITEM 10. County Report - Administration

a. Bid update

Clarence Monday updated the Board on the following
There were 3 bids for the library renovations. The lowest bid was $464,837.00 plus an addendum for the doors. The County has to review the packet and will present it to the BOS. Mr. Monday briefed the Board on the particulars of the project. County staff has been tasked with staffing a committee to start working on the next phase.

b. Technology Update

Mr. Monday briefed the Board that the hot spots 20 from Verizon and 20 from T-Mobile, with no upfront costs, the monthly subscription costs will be $_____ per month. Internet and phone service $ plus $ one time fee from Cox, going forward it will be $1,000.00
IT estimated about 160 hours to stand up the library.

c. Financial Report

Mr. Monday proffered to the Board that the entire county budget line items are almost done and will be presented to the BOS for approval. In that document there will be line items for the Library and the line items will be built out as needed.

AGENDA ITEM 11. Director's Report - Operations

Cat Rashid provided the report to the Board.

a. Statistical Summary

The month of July (sheet will be posted) 338 Resident cards, 9 Adult non-resident cards, collected $190.00 non-resident fees,
159 online card registration.
The computer #
hot spots will be available at the end of August for check out.
The Director will report the Summer Reading statics at the next meeting.

b. Library Programming and Services

WP Touch a Truck was the most attended event.
Services - printing, scanning, etc. Notary services 4 days a week.

c. Library Projects - Status

Staff continue to complete the relabeling of the collection.
The Fall programming schedule is under development: adult crafts, board game nights.the teen advisory counsel

d. Library Financial Report

Todd Frager provided
The model of the staff - 2 operating units, how to provide the vital services in the upper

portion of the county. 7 staff members in July, 6 staff members in August.
-Do we refund the county for the UKW manager until the position is filled? Chair Herndon agreed that the county would appreciate having LS&S rebate the county for this salary.

AGENDA ITEM 12. Unfinished Business

None

AGENDA ITEM 13. New Business

None

AGENDA ITEM 14. Board Requests and Comments

AGENDA ITEM 15. Next meeting: September 16, 2025 at 6:30 pm

AGENDA ITEM 16. Adjourn or Recess