APPROVED MINUTES OF THE KING WILLIAM COUNTY LIBRARY BOARD OF TRUSTEES REGULAR MEETING OF APRIL 20, 2026

A regular meeting of the King William County Library Board of Trustees was held on the 20th day of April 2026, in the Board Meeting Room of the County Administration Building and via live stream on the county's website.

AGENDA ITEM 1. Call to Order The Chair called the meeting to order.

AGENDA ITEM 2. Roll Call The following members were present: Ms. Redd, Ms. Carlton, Ms. Herndon, Ms. Washington and Ms. Price.

AGENDA ITEM 3. Invocation – The Chair led a moment of silence

AGENDA ITEM 4. Pledge of Allegiance - The Chair led the Pledge of Allegiance

AGENDA ITEM 5. Review and Adoption of Meeting Agenda Ms. Washington made a motion to approve the agenda and Ms. Redd seconded the motion. The Chair polled the members and found that all were in favor and none were opposed.

AGENDA ITEM 6. Consent Agenda Upon review of the Consent Agenda, Ms. Carlton made a motion to approve the Consent Agenda and Ms. Redd seconded the motion. The Chair polled the members and found that all were in favor, and none were opposed.

a. Approval of Minutes:

i. **Draft January 20, 2026 Organizational Meeting Minutes**
ii. **Draft February 17, 2026 Regular Meeting Minutes**
iii. **Draft March17, 2026 Regular Meeting Minutes**
iv. **Draft November 18, 2025 Regular Meeting Minutes**

AGENDA ITEM 7. Citizens Comment Period – There were no speakers

AGENDA ITEM 8. Library Board Report - Governance

The Board discussed the potential options of a soft and/or grand opening of the Upper King William Branch. The orders were placed with the vendors and the Furniture Delivery Schedule was sent to the Director. There are two shipment dates and then there would be a few days to install the furniture.

The Director stated that there will be trained staff available and even without the furniture they can still open. The Director went over the list of items that would and would not be available for a soft opening. "it is a functional space and delaying the opening because all of the furniture is not there is a disservice to the community" per Ms. Rashid, Library Director. The County Administrator updated the Board on the connectivity at the building and communications, etc. The Board discussed potential dates for a soft opening and grand opening dates.

The Chair requested that this matter is tabled until Ms. Price has time to review, however Ms. Price was reached by phone and is able to join via ZOOM.

Ms. Carlton made a motion to allow Ms. Price to participate electronically, and Ms. Redd seconded the motion. The Chair polled the members and found that all were in favor, and none were opposed.

Upon Ms. Price's entry into the meeting, the members and staff discussed potential opening dates, services that would and would not be available, and the Director updated her with the information that was previously presented to the Board.

The Chair asked for a motion of a soft opening on 5/28/2026. Ms. Redd made the motion, and Ms. Carlton seconded the motion. The Chair polled the members and found that all were in favor and none were opposed.

AGENDA ITEM 9. County Report - Administration - Derek Stamey, County Administrator created a model by which shows the areas of note for the County, for the LBOT and for LS&S which has been sent to the virtual participants of the meeting. A copy will also be provided in the minutes for this meeting.

AGENDA ITEM 10. Director's Report – Operations Provided an update on the matters below that are also attached in the minutes.

a. **Statistical Summary**
b. **Library Programming and Services**
c. **Library Projects - Status**

AGENDA ITEM 11. Board Requests and Comments Ms. Washington requests that the transportation of materials between the branches be discussed at the next operational meeting and would like an update on the State Aid Application.

Ms. Carlton would like to have an update on the minor volunteer background checks (to be followed up with legal counsel on).

Ms. Herndon – requests that reciprocal borrowing with neighboring jurisdictions be added to the Operational Meeting.

AGENDA ITEM 12. Next Meeting May 19th, 2026

AGENDA ITEM 13. Adjourn or Recess Ms. Carlton made a motion to adjourn the meeting and Ms. Redd seconded the motion. The Chair polled the members and found that all were in favor and none were opposed.