

L.E. Smoot Memorial Library Board of Trustees
Meeting Minutes of February 13, 2018

1. **Call to Order and Roll Call:** With quorum noted, Mrs. Sparbel called the meeting to order at 6:01 p.m.
 - a. **Board Members Present:** Carol Sparbel, Chair; Carey Nicholson, Vice-Chair; Kris Parker, Finance Officer; Joseph McGettigan, Nancy Haenlein.
 - b. **Board Members Excused:** None.
 - c. **Board Members Unexcused:** Tracy Travers.
 - d. **Library Staff:** Robin Tenney, Library Director; Jennifer Martin, Administrative Assistant and Recording Secretary.
 - e. **Guests:** .
 - f. **Members of the Public:** None.

2. **Public Comment:** None.

3. **Friends of Smoot Library (FOSL) Report:** None.

4. **Discussion of the Minutes:** December 12, 2017.
Approved: ✓ Approved with amendments: _____

5. **Discussion of Director's Report:** Mrs. Tenney submitted a report to the Board.
Supporting documents attached.

6. **Chair's Report:** None.

7. **Financial Officer's Report:** Mr. Parker submitted a report to the Board.
Supporting documents attached.

8. **Committee Reports:**
 - a. **Policy and Planning:** No meeting.
 - b. **Marketing and Communication:** No meeting.

9. **Old Business:** Mrs. Sparbel followed up with Mrs. Haenlein regarding the cleanliness of the white boards in the meeting rooms. Mrs. Haenlein response was "all is well".

10. **New Business:**
 - a. **Closed Session:** Virginia Code section 2.2 – 3711.A.6 for purposes of discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.
Motion: To enter into a closed session
Author: Kris Parker
Second: Joseph McGettigan

Result: All in favor to enter into closed session. The Board of Trustees went into closed session at 6:05 p.m.

Roll Call: The following trustees certified to the following statement:

"I certify to the best of my knowledge that only public business matters lawfully exempted from open meeting requirements under FOIA and only public business matters as identified in the motion by which the closed meeting was convened were heard, discussed or considered."

The Board of Trustees reconvened into open session at 6:51 p.m. No action to be taken.

Supporting documents attached.

11. Adjournment:

Motion: To adjourn the meeting.

Author: Nancy Haenlein

Second: Kris Parker

Result: The meeting was adjourned at 6:52 p.m.

Carol Sparbel, Chair

Jennifer Martin, Recording Secretary

The next Board of Trustees meeting is scheduled for 6:00 pm, April 10, 2018.