At the conclusion of the closed session, Ms. Andrews moved the Certification of the Closed Session as follows and Mr. Marten seconded:

Whereas, the Board of Trustees of the Williamsburg Regional Library has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Code of Virginia; and

Whereas, Section 2.2-3711 (A)(1) of the Code of Virginia require a certification by this board that such closed session was conducted in conformity with Virginia law;

Now, therefore, be it resolved that the Board of Trustees of the Williamsburg Regional Library hereby certifies that to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Board of Trustees of the Williamsburg Regional Library. The motion was approved with a roll call vote.

Ms. Andrews reported the board discussed only items pertinent to the hiring of a library director.

Mr. Axtell read the resolution appointing Elizabeth B. Fowler as library director:
WHEREAS, the Board of Trustees of the Williamsburg Regional Library conducted a nationwide search for a new Library Director; and

WHEREAS, the Board of Trustees is of the unanimous and unqualified opinion that Elizabeth B. Fowler has the education, experience, and training to fulfill the duties of Library Director; and

WHEREAS, the Board of Trustees is unanimous in its enthusiastic support for Elizabeth B. Fowler to serve as the Library Director for the Williamsburg Regional Library commencing March 16, 2017; and

WHEREAS, the Board of Trustees and Elizabeth B. Fowler have agreed to the terms of an employment agreement for Elizabeth B. Fowler to serve as Library Director for renewable annual terms with the first term ending on December 31, 2017.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Williamsburg Regional Library that Elizabeth B. Fowler is and shall be hired, employed, and appointed to the position of Library Director of the Williamsburg Regional Library, effective March 16, 2017, in accordance with the Employment Agreement dated March 16, 2017.

Mr. Axtell moved to adopt the resolution appointing Elizabeth B. Fowler as Library Director. Ms. Miller-Moore seconded the motion; the motion was approved by a roll call vote.

Consent Calendar:
The February 22, 2017, consent calendar was approved by a unanimous vote.

Chair’s Report:

• Legal Services Update – Mr. Porter requested the board’s authorization for the subcommittee to move forward on the legal services RFP; to evaluate the proposals and to issue an intent to award to be presented to the board for consideration at the May 24, 2017 or June 28, 2017 board meeting. The board approved.

Interim Library Director’s Report:

• Action Item: Fund Balance Appropriation – Ms. Crowther presented a fund balance appropriation for the replacement of the basement elevator/wheelchair lift at the Williamsburg Library in an amount not to exceed $40,000. Mr. Axtell moved to approve the presented fund balance appropriation. Ms. Andrews seconded; all approved.
• **WRL Strategic Plan Update** – Ms. Crowther presented the board with a one-year update to the strategic plan. She announced WRL staff has identified areas of intersection and support between the WRL strategic plan and the James City County Strategic Plan 2035 and the City of Williamsburg’s Goals, Initiatives, and Outcomes 2017/18, and has provided reports on these areas to County and City administration. Additionally, the library will be working with Kevin Smith, library director, at the York County Library to develop a similar report based on the York County Strategic Priorities.

• **FY 2018 Proposed Budget Update** – Ms. Crowther reviewed where the proposed budget is in the approval process. She announced the budget will be presented to the Williamsburg City Council on March 6, 2017, at the Stryker Center; all board members are invited to attend the meeting. Ms. Crowther discussed the progress of state aide to libraries as it pertains to library funding.

Ms. Crowther announced the James City County BMP project has been awarded and will begin work in March 2017. Ms. Crowther distributed the new promotional brochures that have been created to advertise the different programs presented by WRL.

**Friends of WRL/WRL Foundation Updates:**

• **Presentation by Friends/Foundation Consultant** – Ms. Wineinger reviewed the work that the Friends/Foundation Task Force has completed in regards to the Friends of WRL and WRL Foundation merger.

• **Action Item: Friends/Foundation Memorandum of Understanding** – Ms. Wineinger announced the presented MOU has been approved by the Friends of WRL board, the WRL Foundation board, and at a Friends of WRL membership meeting. Mr. Marten moved to approve the presented MOU. Ms. Andrews seconded the motion; all approved.

**Other Business:**

Mr. Porter announced that Mr. Kale and Ms. Herrick voiced their approval of appointing Ms. Fowler prior to the meeting since they were not able to be in attendance.

The entire board thanked Ms. Crowther for her tireless work as interim library director.

**Adjournment:** Ms. Miller-Moore moved to adjourn at 3:39 p.m. All agreed.

Respectfully submitted,

Sarah App

Approved by _______________________________

William Porter, Chair: