Call to Order: Chair Miller-Moore called the meeting to order at 3:00 p.m.

Ms. Miller-Moore reintroduced the board’s newest members, Ted Hiller and Andrew Trivette.

Public Comment: None.

Mission Moment: Ms. Fowler discussed the program she attended featuring the Librarian of Congress, Dr. Carla Hayden at the VLA conference. Ms. Miller-Moore discussed the recent VLA conference held in Williamsburg. Mr. Trivette announced the Williamsburg Regional Library received numerous compliments during the VLA conference.

Presentation on Library Site Considerations: Ms. Fowler introduced Mr. Lukmire and outlined the history of the process that has led to Mr. Lukmire’s final presentation.

Mr. Lukmire reviewed the information from the Williamsburg Library assessment, focus groups, and survey results. The board discussed the five solution options given by Mr. Lukmire:

1. Do nothing and maintain existing library.
2. Renovate the existing library building.
3. Renovate and add to the existing library.
4. City of Williamsburg & James City County jointly fund a new facility in current location.
5. James City County constructs a third library facility.

Ms. Miller-Moore summarized the discussion by stating the goal of the board is to work with the jurisdictions to build a twenty-first century library to serve the regional community.

Mr. Trivette discussed the timeline for the City of Williamsburg to decide on various facility projects that could affect the Williamsburg Library location.

After further discussion, the board agreed to postpone making a final recommendation for the update of the Williamsburg Library to a twenty-first century library, until after the City of Williamsburg has made decisions on various facility projects that would affect the Williamsburg Library location.

Consent Calendar: The October 24, 2018 consent calendar was approved by a unanimous vote.

Chair’s Report:
• **Appointment of Finance Committee** – Ms. Miller-Moore nominated herself, Mr. Marten, Mr. Purse, and Mr. Trivette to serve as the Finance Committee to the board. Ms. Andrews seconded the motion; the motion was approved by a unanimous vote.

Ms. Miller-Moore encouraged board members to visit area libraries and discussed a possible field trip in January.

**Library Director’s Report:**

• **Action Item: Policy Review – Meeting Rooms** – The policy was presented with no changes recommended. Ms. Andrews moved to reaffirm the policy. Mr. Gareis seconded the motion; the motion was approved by a unanimous vote.

• **Action Item: Fund Balance Update** – Ms. Fowler presented a fund balance update to reduce the “Vehicle Replacement” budget line to $150,000. Ms. Franz moved to approve the update. Ms. Stettler seconded the motion; the motion was approved by a unanimous vote.

**Friends of WRL Foundation Updates:** Mr. Sadler discussed the planning for the fundraising campaign for the Youth Services renovations at JCCL. Mr. Sadler announced the annual appeal letters will be sent out in November.

**York County Public Library Update:** Ms. Miller-Moore stated York County is currently focusing on the upcoming budget, Yorktown Library renovation, and the possible creation of a foundation to benefit the library.

**Other Business:** Ms. Miller-Moore announced the next board meeting will be on December 5, 2018, at the James City County Library.

**Adjournment:** Mr. Axtell moved to adjourn at 4:25 p.m. All agreed.

Respectfully submitted,

Sarah App

Approved by Natalie Miller-Moore, Chair