Board of Trustees of the Williamsburg Regional Library
Minutes of Board Retreat May 16, 2019
Meeting Room 127, Stryker Center

**Attending:** Natalie Miller-Moore, Pam Franz, Sally Andrews, Jim Axtell, Chris Gareis, Ted Hiller, Barry Marten, Jean Stettler, Nicole Trifone, and Andrew Trivette;

Library Director Elizabeth B. Fowler; library staff member Sarah App;

**Absent:** Jason Purse.

**Call to Order:** Chair Miller-Moore called the meeting to order at 2:06 p.m.

**Public Comment:** None.

Ms. Miller-Moore discussed the tone of the retreat and each member discussed a positive instance in the past year that they had with/at the library.

Ms. Miller-Moore discussed the results of the self-assessment presented to all board members which included personal attributes, expertise, community connections, and board responsibilities.

Ms. Miller-Moore announced the Nominating Committee will be meeting next month to discuss the upcoming nominations for officers. Ms. Miller-Moore asked all members to contribute their thoughts on succession planning and other information would be helpful to the committee. Ms. Miller-Moore discussed the information in the by-laws in regards to the nomination of officers. Ms. Miller-Moore announced Ms. Franz has recused herself for the nomination of Chair due to conflicts with her work.

The board members broke into small groups to discuss what attributes/training/qualities the board could use to better serve the community/library. Examples included:

- More diversity
- More expectation setting
- Training on lobbying
- Better use of local representatives
- Strong articulation vision within strategic planning
- Younger voices on the board
- A strong definition of a 20th-century library
- Defined process for officer nomination and training
- Mentoring program for future board members

Mr. Trivette and Mr. Gareis presented a summary of the City of Williamsburg’s Downtown Vibrancy, Design, and Marketing Plan.


Ms. Miller-Moore and Mr. Axtell presented a summary of the Williamsburg 2018 National Citizen Survey.

Ms. Franz and Mr. Hiller presented a summary of the York County Strategic Priorities.

Ms. Trifone and Mr. Marten presented a summary of the York County Comprehensive Plan which is currently in the process of being updated.
Ms. Stetter presented a summary of the James City County Strategic Plan. Ms. Fowler announced James City County is currently beginning the process of updating the current Comprehensive Plan. WRL staff is not currently a part of the process.

The board discussed various way to promote advocacy of the library to government officials. The board recommends incorporating an advocacy plan after completion of the next Strategic Plan. The Strategic Planning process will start in the fall.

**Adjournment:** Ms. Miller-Moore moved to adjourn at 4:48 p.m. All agreed.

Respectfully submitted,

Sarah App

Approved by ________________________________________________

Natalie Miller-Moore, Chair