

Botetourt County Library Board of Trustees

Minutes August 18, 2021

Public Meeting - 2:00-3:00pm

Greenfield County Administrative Offices

Present: Steve Clinton, Mary Lynne Leffel, Julie Phillips, Rob Poyner, Marlene Preston

Unable to attend: Barbara Hawkins, Linda Steger

Call to order: 2:10

Minutes: June minutes were approved electronically and posted on the Library website:
<https://web.botetourtva.gov/library/about/board-of-trustees/>

Meeting Frequency – Marlene Preston

The trustees discussed a motion to change the meeting schedule. The group voted unanimously to change the meetings as follows:

- Monthly meetings at alternating locations, including Greenfield and the branches
- Meetings scheduled for the 2nd Wednesday of each month
- Meetings held at 2:00

The trustees recognized that the meeting schedule must be flexible enough to cancel a meeting if necessary, substitute a working meeting for a routine meeting, or change the time of day if the appointment of a new Board member might necessitate that.

Bylaws – Marlene Preston

The bylaws must be updated to reflect the new advisory status and the new meeting schedule. Marlene will send a draft of the revisions to the trustees in two weeks so that they have two weeks before the September meeting to review the draft. After a discussion and any changes at the September meeting, a vote to revise the bylaws will take place at the October meeting. Board members may want to identify other topics within the bylaws that should be revised during this process.

Director's Update – Julie Phillips

Board vacancy: An announcement will be made to advertise a vacancy on the Board. That announcement will include information about the monthly meetings.

New hire at Blue Ridge: A part-time staff member has been hired for Blue Ridge. She brings strong academic training, professional experience, and enthusiasm to the position.

Impact of Delta variant on programming and operations: For now, the staff is planning for virtual programs with the hope that in-person programs may still be possible. The library branches aren't expected to close again this year. Patrons are mostly wearing masks; increased curbside requests may replace some foot traffic.

Fall programming: Fall programming will center on the theme of forensic science. Patrons of all ages will find activities that will help them understand forensics, build critical thinking skills, and evaluate evidence. Adult programming will include information on avoiding scams and enhancing cybersecurity. "One Book, One Community" will engage patrons with the book *American Sherlock* along with the author's visit on September 23. (Please see attached list with programming details.)

Special Fall Initiatives:

- **September – Library Card Sign-up Month:** This initiative will stretch beyond September and will include outreach to the community, farmers' markets, schools, and county employees to expand awareness of library services and to encourage new users.
- **International Dot Day, Sept. 15:** This initiative encourages patrons to boost courage and creativity.
- **National Hispanic Heritage Monday – Sept to Oct.:** Libraries will celebrate Hispanic culture and highlight library resources.
- **Banned Book Week, Sept 26-Oct 2** – This year's theme is "Books Unite Us. Censorship Divides Us."

Planning: Several departments are looking at community needs and will be conducting focus groups and surveys early next year. The library staff will consider a 4-year plan with current emphasis on September 2021-June 2022.

- Following a gardening analogy, the staff will spend this first year thinking about needs (soil testing) and spaces.
- Attention to the space will include a new website (December) and a facilities study. Library staff will work to increase use of website beginning in January and then will explore how people use the physical space and how those spaces might be enhanced.
- Cross pollination in this garden will include interacting with other organizations and departments, including cross-training within the library.
- Weeding and pruning will include evaluation of programming.
- The nurturing phase will focus on staff training and patron relationships.
- Goals for the next 3-4 years include doubling circulation numbers, doubling social media engagement (with help of communications director), and increasing number of new library users.

Trustee Training – Advocacy – Mary Lynne Leffel

Mary Lynne shared highlights from United for Libraries' "Short Takes" training about the Board's role in advocacy. Interaction between the Board and local leaders is crucial.

- Board members should know their representatives on the Board of Supervisors (BOS) and communicate with them.
- Trustees can show how libraries support economic development for the county.
- Trustees and/or Library Director can present to a School Board meeting as a way of enhancing partnerships.
- Trustees could invite Botetourt's communications director to a meeting.
- The Board can build relationships over time with BOS and with other departments.

Julie added that we have ongoing relationships with Parks and Rec and with our own volunteers. Ways to connect with and thank volunteers will be developed in the future.

Adjournment: 3:25

Next meeting: September 8, 2021 at Eagle Rock
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Attachment

FALL PROGRAMMING 2021

Julie Phillips

Theme: Forensic Science

Goal:

To engage the community in the field of Forensic Science, leading them to discover the varying tools in the field, their use, and application. By connecting literature, professionals, and engaging STEM activities; the public will find a variety of experiences including; tactile learning activities, author talk, presentations by science and forensic professionals, and youth programs to tune deductive reasoning and critical thinking skills.

Objective:

To measure interest and educate the community in the field of Forensic Science, to clearly represent the profession as it is in reality versus the cinematic perception.

Children/Teen Programs

StoryTime Detectives: Begins Virtually September 13th

Library staff will demonstrate best practices in early literacy education to caregivers during storytimes. Using stories, interactive songs and fingerplays, library staff will apply techniques caregivers can implement at home to promote early literacy skills, cognitive development, and motor development. Weekly themes will be curated to maximize children's exposure to varying subject matter, building interest and expanding understanding of the world around them. Tactile and sensory learning activities promote and hone fine motor skills and will be implemented at the end of each storytime session. Take home activities will also be included to encourage caregiver engagement when not attending storytime.

Skills Used/Learned: Pattern recognition, print awareness, letter recognition, coordinates text with pictures, process art, fine motor skill development, socialization, caregiver bonding.

Introduction to DNA Fingerprinting: Virtual Event

Through the purchase of an educational forensic kit, program participants will be able to solve a 'crime' based on physical evidence included in the kit. This program will be led by local Biologist and Health Expert, Beth Leffel. Using these tools, participants will learn an introduction to cells, cell structure, and magnification. Additionally, participants can use the skills learned to construct color-coded genes of a chromosome model, representing physical traits of 'suspects'. DNA mapping, DNA fingerprinting, and simulated DNA x-ray films will be utilized to help participants solve the case.

Participants will be able to pick up a kit at the library ahead of the program.

Skills Used/Learned: Science education, scientific method, logic, deductive reasoning, focus/attention to detail, team building.

Forensic Impressions: Virtual Event

Through the purchase of an educational forensic kit, program participants will be able to solve a 'crime' forensic impression evidence included in the kit. This program will be led by local Biologist and Health Expert, Beth Leffel. Forensic impressions is the use of footprints, shoe prints, tire tracks, or other impressions in soft material that can be utilized in solving criminal

cases. Participants will learn to properly collect, record, and use impressions in crime scene investigations by photographing and casting six types of impression. Each impression (writing, plastic prints, rope/binding, key, tire, and shoe impressions) will be evaluated and analyzed using carbon powder, plaster, clay, and ink.

Participants will be able to pick up a kit at the library ahead of the program.

Skills Used/Learned: Science education, scientific method, logical and deductive reasoning, focus/attention to detail, team building

Literary Pumpkin Decorating: October 1st-October 31st

Using knowledge of various book genres, characters, and stories, groups will work together to decorate a pumpkin based on a character in a literary work. Collaborating in familial or friend groups, this program is designed to strengthen team work and communication. Using mixed media, participants will have the opportunity to explore different art mediums and applications. Individual groups will be encouraged to decide the accuracy or abstract nature of the finished product. All participants will complete the project on a pumpkin, creating an opportunity to blend natural variations into the finished piece. Process art or use of art tools will further develop fine motor skills for younger attendees. Social Media push for participation will build community engagement and build community relations through the library's virtual platforms. *This will be an at home project. Participants are encouraged to share their creations on social media and/or bring to library for display.*

Skills Used/Learned: teamwork, communication, process art, art medium, creativity, fine motor skills. (If addition is included): grip strength, sensory stimulation, following instructions, using measurements, preservation, self sufficiency, homesteading.

Passive Activities:

Each week we will feature a new take home tactile and sensory activity that encourages exploration of various topics. These activities will help strengthen fine motor skills, cognitive thinking and promote literacy skills.

Scambusters:

BBB Serving Western Virginia discusses the most common scams targeting high school and college students and educates attendees on the prevention, detection, and recovery process of scams through interactive presentations and games. This game is a BBB version of jeopardy.

Adult Programs

One Book, One Community: *American Sherlock: Murder, Forensics, and the Birth of American CSI*

Taking place from August 23rd-September 23rd, this year's One Book is *American Sherlock: Murder, Forensics and the Birth of American CSI*.

Goal:

1. Encourage attendance and discussion during our virtual author visit won by participants of Beanstack's *Expanding Your Horizons* Reading Challenge from March 2021.
2. Promote the value of reading.
3. Educate the community in the field of Forensic Science.
 - a. Evolution of policing and the use of forensic science in their work.
4. Encourage discussion on current events in the community.

- a. What role does and should law enforcement play in the community, and what does a healthy relationship between law enforcement and its community look like?
- b. How has the use of forensics changed the way police look at cold cases and questionable convictions? How do we use this science to overturn wrongful convictions and make sure they don't happen in the future.
- c. Historical and futurist perspective - how forensics has evolved and is evolving due to increasingly advanced technologies, from AI to facial recognition to DNA, and how criminals might game the system in new ways.
- d. How can law enforcement and communities be proactive in preventing crime in the first place, rather than reacting to criminal activity after the fact?

Books will be available at all BoCo Library branches, including the YMCA satellite location, as well as several business locations in Botetourt.

Kate Winkler Dawson Virtual Author Visit: (September 23rd @ 6pm)

Ms. Dawson will give a talk on her book *American Sherlock* followed by Q & A from audience members. Patrons will be able to view at home through Zoom.

CSI Uncovered:

This is a series program that introduces participants to the areas of forensic science. Programs are designed in cooperation with the VA Department of Forensic Science, local law enforcement and the Commonwealth Attorney's Office to educate participants in the various fields of Forensic Science and how it is used in the field. Forensic experts will educate attendees on the how differing sciences are applied in the field and distill fact from fiction in the public perception of Crime Scene Investigations and the role of investigators/law enforcement in solving crimes.

ID Theft:

Identity theft can be a difficult crime to spot, and that may be a key reason why so many people become victims. BoCo libraries will host Commonwealth Attorney, John Alexander, for a presentation on how we can protect ourselves from becoming a victim.

COVID-19 Scams:

BBB Serving Western Virginia discusses the most common scams and scam tactics that emerged during the COVID-19 pandemic. BBB will also educate on the prevention, detection, and recovery process of these related scams.

Cybersecurity:

October is National Cybersecurity Awareness Month and BBB Serving Western Virginia wants to educate members of the community about the importance of cybersecurity and to provide tips & resources needed to be safer and more secure online.

Initiatives & Highlights

September:

Library Card Sign-Up Month

There's nothing more empowering than a library card. Through access to technology, media resources and educational programs, libraries provide people of all ages the opportunity to pursue their dreams and passions. This Library Card Sign-up Month, we're asking everyone to help spread some library love by posting to social media about how the library empowers you.

Instead of waiting for the community to come to us, we are coming to them. Librarians will be out and about in Botetourt engaging with the community and educating them on the benefits of having a library card. We will be able to issue library cards on the spot to those interested.

Locations:

Botetourt Farmer's Market (August 21st & September 18th)

Botetourt Family YMCA (September 13th)

Heritage Market (September 8th)

Dot Day (September 15th -ish)

International Dot Day is celebrated by adults and children **for boosting courage so that their creative potential is released**. It is a great day to connect and collaborate, and also to celebrate self-expression. BoCo Libraries will have a display at each branch with information on Dot Day, books available for checkout by the author/illustrator, and a take home challenge where participants will have a chance to *leave their mark* and enter into our *Creatrilogy* Book Set Giveaway.

Hispanic Heritage Month (September 15th - October 15th)

BoCo Libraries will celebrate the histories, cultures and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean and Central and South America through a display of bilingual books and audiovisual materials geared at highlighting Hispanic authors, illustrators, actors, and directors.

Banned Book Week (September 26th-October 2nd)

Banned Books Week is an annual event celebrating the freedom to read. Typically held during the last week of September, it spotlights current and historical attempts to censor books in libraries and schools. It brings together the entire book community — librarians, booksellers, publishers, journalists, teachers, and readers of all types — in shared support of the freedom to seek and to express ideas, even those some consider unorthodox or unpopular.

This year's theme is "Books Unite Us. Censorship Divides Us." Sharing stories important to us means sharing a part of ourselves. Books reach across boundaries and build connections between readers. Censorship, on the other hand, creates barriers.

The books featured during Banned Books Week have all been targeted for removal or restriction in libraries and schools. By focusing on efforts across the country to remove or restrict access to books, Banned Books Week draws national attention to the harms of censorship.

BoCo Libraries will have displays at each branch with titles that have been challenged. Patrons will have the opportunity to leave a message to share with others about how any (or all) of these books have influenced their lives.