

Alexandria Library Board Minutes

Date

December 15, 2025

Location

Charles E. Beatley, Jr. Central Library, Board Room

Present

Robert Ray IV, Dianne Fox, Oscar Fitzgerald, Albert Moseley II, Libby Bawcombe, Director Dawson, Deputy Director Labra, Communications Officer Carrick

Excused

Canek Aguirre, Anh Phan

The meeting was called to order at 4:02pm.

Public Comment

Patti Reilly presented a report from the Friends of Duncan Library.

Kay Brown presented a report from the Friends of the Beatley Library.

Jean McKeon presented a report from the Friends of the Burke Library.

Approval of Minutes

A motion was made by Mr. Fitzgerald to approve the October 20, 2025 meeting minutes, was seconded by Ms. Fox and was passed unanimously with Mr. Moseley abstaining.

Chair's Report

Mr. Ray delivered his report and thanked everyone who marched in the Scottish parade in support of the Library and the Alexandria Library Foundation.

Director's Report

Director Dawson delivered her report, including a review of the Monthly Activity Report. Director Dawson stated that the City had implemented a strategic hiring pause due to an unanticipated revenue shortfall, resulting in a process requiring all recruitments to be reviewed prior to positions being filled. She reported that the Library had 14 vacancies at that time.

Director Dawson stated that she, Deputy Director Labra and Branch Manager Hargreaves met with architects to review the Burke Branch renovation plan and that they were pleased with the proposed options. Work is expected to commence in early 2026. Director Dawson stated that furniture is not part of the existing budget and that the Library may request financial assistance from the Library Foundation and Friends groups.

Director Dawson reported that the kitchen at the Barrett Branch has been upgraded due to a \$10,000 gift received from the Estate of Sandra Blake for excellent customer service. Library Administration approved the Friends of Barrett request to install decals on the walls of the children's area instead of a mural.

Deputy Director Labra was working with an internal committee to update the Library's 5-Year Plan which must be sent to the Library of Virginia by June 2026. A survey will be rolled out to the community to collect feedback.

Treasurer's Report

Ms. Fox delivered the Treasurer's report. Mr. Fitzgerald asked what fees are collected by the Library. Director Dawson responded that most of the fee revenue is from processing passports and that smaller amounts are collected for services such as test proctoring and printing. Director Dawson also stated that the Library no longer charges fines for late return of materials.

Investment Committee Report

Mr. Ray delivered the investment report.

Old Business – FY27 Budget Update

Library Administration met with City leadership to discuss the FY27 Library budget and the Board's priorities. The City Manager will release his proposed budget in late February 2026.

Adjournment

Mr. Fitzgerald made a motion to adjourn the meeting at 4:50pm. That motion was seconded by Ms. Fox and approved unanimously.