

Minutes
Blue Ridge Regional Library Governing Board
Bassett Branch Library
October 18, 2017

Board members Jim Allen, Margaret Caldwell, Janet Demiray, Betsy Haskins, Bill Kirby, Carol Meyer, Mary Ruth Reynolds, Bernice Scales and Mary Campbell Stromire were in attendance.

Also attending were Director Rick Ward and Staff Administrative Assistant George Gutshall.

Board member Kathy Hodges was absent.

Call to Order:

Board Chair Betsy Haskins called the meeting to order at 12:05 and welcomed those in attendance.

Minutes:

The minutes from the September 20th meeting in Martinsville were presented and Carol Meyer moved that the minutes be approved, Bernice Scales seconded, and the motion passed unanimously.

Financial Report:

George Gutshall reviewed the library's financial report.

He noted that we had received our rebate check from APCO for the new lighting we had installed in Collinsville and commented on how helpful both Aarons and APCO were.

This has been a quiet quarter with nothing out of the ordinary to report though we did get a higher return from our e-rate than we had budgeted for.

Bernice Scales moved that the financial report be accepted as presented, Janet Demiray seconded, and the motion passed unanimously.

Committee Reports:

The Finance Committee met and Bill Kirby reported a couple of recommendations they have come up with. First, it was recommended that we meet with our financial advisor with respect to our capital accounts at least annually. The recommendation was approved unanimously on a motion by Bernice Scales and seconded by Carol Meyer. The second recommendation was approved unanimously on a motion by Bill Kirby, seconded by Carol Meyer, to move \$110,000 from the account at Carter Bank to be invested at Stifel to take advantage of the increased return on investment.

Margaret Caldwell reported for the Marketing Committee and had four recommendations approved by consensus. The results from the survey that the committee conducted, which noted that *"Excellent and Good ratings combined for library staff totaled 98%. Excellent and Good ratings combined for overall customer service totaled 100%"* which were approved; it was agreed that a letter will be sent to all staff commending them on a job well done with additional letters sent to the Board of Supervisors/City Council and try to get an article in the two local newspapers; the committee will try to meet with department heads and the director for suggestions; and the committee will look into advocacy training for the board.

Old Business:

Janet Demiray reported that the *Writing Our Region* fundraising event was a great success and the proceeds from ticket sales alone amounted to \$4,750 and, combined with sponsorships and other donations generated by the event, the amount raised would exceed \$10,000.

New Business:

Rick reported that he had asked the department heads to make suggestions to the five-year plan and the only response was the need for help with marketing.

Betsy Haskins reported on the Eagle Scout project that was in the planning stages for the garden area of the Martinsville branch. Will Jarrett is the scout and he plans to put in a concrete foundation with benches to create a reading area for the children who come to the library. However, he ran into some funding problems with the cost of the concrete and had asked if the library could help some with the funding. Though there were some concerns about setting a precedent, on a motion by Bill Kirby, seconded by Carol Meyer, the board moved that we match up to \$2,000 of the cost of the concrete with the condition that our insurance company assures us that we are covered for any liability that may be incurred during construction.

Friends Report:

Mary Campbell Stromire reported that the next Friend's sale will be at the Patrick Branch on October 28th and the next sale in Martinsville will be November 3rd and 4th.

Director's Agenda:

Director Ward referred the board to the printed director's report.

He also noted that the Virginia Library Conference in Norfolk was well attended and definitely worth his while to attend.

Adjournment:

Bernice Scales moved that the meeting be adjourned at 1:40, Margaret Caldwell seconded, and the meeting was adjourned.

Recorder
Rick Ward

Carol Meyer
Secretary