

Minutes
Blue Ridge Regional Library Governing Board
Martinsville Library
July 18, 2018

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, Staff Administrative Assistant George Gutshall.

Board member Kathy Hodges was absent.

Call to Order:

Board Chair Betsy Haskins called the meeting to order at 12:04 and welcomed those in attendance.

Minutes:

The minutes from the June 20th meeting in Martinsville were presented and Mary Campbell Stromire moved that the minutes be approved, Carol Meyer seconded, and the motion passed unanimously.

Financial Report:

George Gutshall reviewed the library's financial report.

He reported that we had incurred some unexpected expenses last month mostly dealing with the HVAC system at Martinsville along with partially paying for the flood damage clean up at Collinsville. He projects that the amount we will overspend for the last fiscal year will be around \$12,000.

He is also currently working to fix a billing error from CenturyLink. The company switched the library's Internet "pipe" to a new circuit to upgrade our service. Unbeknownst to us, they also started a new account for the new circuit and we continued to pay on the old account while accruing charges on the new account. Once discovered, we began paying the new account. CenturyLink still owes us the monies we paid on the old account.

In regard to the HVAC system at the Martinsville Library, we have spent around \$16,000-\$17,000 having it worked on in the past fiscal year. Therefore, we decided to bring in a third party consultant to take a look at the system to see what we can expect as far as service life into the future. George has contacted Tom Uhlman who contracts with Patrick County to maintain their HVAC systems to come inspect the units. He will also check to see that the repair estimate we got from Comfort Systems to repair the HVAC system in Bassett is accurate. Once we get a report, the Plant/Facilities Committee will meet to make recommendations to the board on how to proceed.

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

Committee Reports:

Margaret Caldwell, on behalf of the Marketing Committee, reported that the master contact list of organizations they compiled is being verified by the branch managers for accuracy. They are also working on forming a speaker's bureau to help promote the library in the community. With that in mind, they are compiling talking points and are hoping to create a Return on Investment (ROI) statement that can be used by the speaker's bureau.

Old Business:

Rick has received bids from four electrical contractors to replace the lighting at the Martinsville and Bassett branches. On a motion by Carol Meyer, seconded by Bernice Scales, the board voted unanimously to accept the low bid from Washington Electric in the amount of \$32,857.

New Business:

Rick passed out a new meeting schedule and last year's committee list. After some discussion, on a motion by Mary Ruth Reynolds seconded by Mary Campbell Stromire, the board voted unanimously to keep the committee members the same for this year.

The nominating committee for officers this fiscal year consisting of Janet Demiray, Kathy Hodges and Bill Kirby polled the current officers to see if they would continue to serve in their positions and all members agreed. Therefore, on a motion by Mary Ruth Reynolds seconded by Jim Allen, the board voted unanimously to elect the following: Betsy Haskins, Chair; Bernice Scales, Vice-Chair; Mary Campbell Stromire, Treasurer; and Carol Meyer, Secretary.

Friends Report:

Mary Campbell Stromire reported that the next sale will be August 14th from 12 – 6PM at the Martinsville branch.

Director's Agenda:

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

There was a discussion on having the carpets cleaned at all the branches and he will look into what that would cost and if it is reasonable to do so.

The board then asked Rick to leave the room in order to discuss his evaluation.

Adjournment:

Margaret Caldwell moved that the meeting be adjourned at 1:44, Mary Ruth Reynolds seconded, and the meeting was adjourned.

Recorder
Rick Ward

Carol Meyer
Secretary