Minutes
Blue Ridge Regional Library Governing Board
Collinsville Branch Library
November 20, 2019

Board members Jim Allen, Margaret Caldwell, Janet Demiray, Betsy Haskins, Kathy Hodges, Bill Kirby, Bernice Scales and Debbie Youngman were in attendance.

Also attending were Director Rick Ward and Administrative Assistant Elizabeth Prillaman.

Board member Mary Campbell Stromire was unable to attend.

Call to Order:

Board Chair Betsy Haskins called the meeting to order at 12:09 and welcomed those in attendance.

Minutes:

The minutes from the October 17th meeting in Ridgeway were presented and Bernice Scales moved that the minutes be approved, Janet Demiray seconded, and the motion passed unanimously.

Financial Report:

Elizabeth Prillaman reviewed the library's financial report.

She reported that the revenues and expenses were in line with our expectations and she did not see anything of concern in operations at this time.

There was a discussion of the unallocated accounts held by the City of Martinsville. We also received a $1,000 donation from Carter Bank and Trust for the upcoming Martinsville Library Holiday Open House.

Bill Kirby moved that the financial report be accepted as presented, Margaret Caldwell seconded, and the motion passed unanimously.

Committee Reports:

Margaret Caldwell, on behalf of the Marketing Committee and Speakers Bureau, reported that she had arranged to speak to the MHC Chamber of Commerce on December 12th.

She also presented a report from the Marketing and Advocacy Committee that had researched having 2,000 copies of the library's "Check Us Out" trifold to be used in public places and given out at speaking engagements. After receiving five bids, the committee made the motion that Quality Printing be used to print the trifolds at a cost of $236.53 to be taken out of the Advertising Budget. Bernice Scales seconded the motion and it was approved unanimously by the board.

Old Business:

There was a brief discussion about the Board Retreat that was held on November 2nd at the Starling Ave. Baptist Church.

There was a discussion about the revised proposal from the architects for the Bassett Branch Expansion and Jim Allen presented two quotes to have the property surveyed. On a motion by Jim Allen (see below), seconded by Bill Kirby, the board unanimously approved accepting the bid from Chris Waller to survey the property and prepare a topographic map of the property not to exceed $1,480.

New Business:

Rick reported that we are on the agenda to speak to the Henry County Board of Supervisors on November 26th at 3 p.m.

On a board resolution, it was decided to allow adult patrons to come to the library and get a guest pass to use the Internet without having to provide identification. This does not apply to checking out materials and is not available to minors.

There was a discussion about staff compensation and on a motion by Margaret Caldwell, seconded by Bernice Scales, the board voted unanimously to give all staff members a $100 holiday bonus for this year in the month of December.

Friends Report:

There was no Friends report.

Director's Agenda:

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

He will get in touch with Gary Collins from Stifel to come to the next board meeting and discuss our capital account investments.

Adjournment:

Bill Kirby moved that the meeting be adjourned at 1:38, Bernice Scales seconded, and the meeting was adjourned.

Recorder
Rick Ward

Jim Allen
Secretary

Motion (to supersede the motion passed by the Board on 8.14.19)

That the Board authorize architectural services by Reynolds Architects, Incorporated not to exceed a cost of $10,000 + reimbursable expenses for development of a conceptual design for expansion and improvement of the Bassett library as set forth in Glenn Reynolds' letter to Rick Ward of October 18, 2019; and

That the Board further authorize surveying services by Chris Waller, surveyor, not to exceed $1480, for surveying work (not including a site plan) in support of the above as outlined in the quote submitted to Rick Ward via Glenn Reynolds on October 17, 2019.