Minutes
Blue Ridge Regional Library Governing Board
Martinsville Library
December 18, 2019

Board members Jim Allen, Margaret Caldwell, Janet Demiray, Betsy Haskins, Bernice Scales, Mary Campbell Stromire and Debbie Youngman were in attendance.

Also attending were Director Rick Ward, Administrative Assistant Elizabeth Prillaman and Martinsville Branch Manager Cecil Holland.

Board members Kathy Hodges and Bill Kirby were unable to attend.

Call to Order:

Board Chair Betsy Haskins called the meeting to order at 12:00 and welcomed those in attendance. On a motion by Janet Demiray, seconded by Margaret Caldwell, the agenda was unanimously approved.

Gary Collins from Stifel gave the board an update on our capital accounts invested with his firm. He reported that the market has been up and he expects a 3 – 5% gain next year. He would like to meet with us quarterly next year and will come to our March meeting.

Minutes:

The minutes from the November 20th meeting in Collinsville 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.

She also noted that the $100 bonus the board had approved for all staff had been calculated in their pay for December and included enough to cover the taxes on the bonus.

Mary Campbell Stromire moved that the financial report be accepted as presented, Debbie Youngman seconded, and the motion passed unanimously.

Committee Reports:

Margaret Caldwell, on behalf of the Marketing Committee and Speakers Bureau, reported that she had gone to Quality Printing to have the trifolds printed the board approved last month and was told the quote she had received was wrong and the cost would be double what we originally thought so she declined to have them do the printing. The next lowest cost was from Sanwell Printing and, on a motion by Margaret Caldwell, seconded by Jim Allen, the board voted unanimously to have Sanwell Printing print 2,000 copies of the "Check Us Out!" trifold for $394.50 to come out of the advertising budget.

Old Business:

Jim Allen reported that when the architects contacted Chris Waller to do the survey of the Bassett Branch Expansion plan, Chris informed them that we had misread the quote and the work would cost around $3,000 instead of the $1,480 that the board had approved. The quote from Bryan Jones Surveying was for $2,000 which was actually the lowest quote. Jim also suggested we raise the amount to be taken from the

Unallocated Accounts to accommodate any added expenses that may arise from the architects work without having to have a board meeting to accomplish the increase and to pay for the survey.
Janet Demiray then made a motion to increase the amount we were to take from the Unallocated Account held at the City of Martinsville from $10,000 to $15,000 to pay for the initial architectural work plus any additional costs relating to reimbursable expenses (bond prints, copies, mileage, postage, etc.) that the architects may incur plus the cost of the survey to be done by Bryan Jones Surveying for $2,000. The motion also stated that any large increase over the initial $10,000 for the initial architectural work is approved by the Bassett Expansion Committee comprised of Betsy Haskins, Jim Allen, and Mary Campbell Stromire. Mary Campbell Stromire seconded and the motion was approved unanimously.

Janet Demiray reported on behalf of the Blue Ridge Regional Library Foundation that the soft fundraising campaign had raised $7,600 as of the end of November.

New Business:

Rick reported that he had sent out the Christmas cards from the board to the branches that morning and was going to send an email to staff members informing them of the $100 bonus that afternoon.

There was a discussion about the library's Facebook page. The Patrick County Library and Bookmobile had created their own page for fundraising during the campaign to get a new bookmobile. Since the new bookmobile has been purchased, Rick felt the page should be incorporated into the main Blue Ridge Regional Library Facebook page since we are a regional library system. There has been some resistance to this change from some of the patrons. Though the board agrees there should only be one page, the staff will look into ways we can do this that will be acceptable to all.

Friends Report:

Mary Campbell Stromire reported that the Friends raised $1,600 in sales and memberships at the November sale.

Director's Agenda:

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

He and Martinsville Branch Manager Cecil Holland had interviewed three people for the vacant Reference Supervisor's position and had one more to go. They hope to have the position filled by the first of next year.

Adjournment:

Margaret Caldwell moved that the meeting be adjourned at 1:06, Debbie Youngman seconded, and the meeting was adjourned.

Recorder
Rick Ward

Jim Allen
Secretary