

**Minutes**  
**Blue Ridge Regional Library Governing Board**  
**Martinsville Library**  
**January 20, 2021**

Board members Jim Allen, Margaret Caldwell, Rives Coleman, Janet Demiray, Marty Gardner, Betsy Haskins, Bill Kirby, Mary Campbell Stromire, and Debbie Youngman were in attendance. Board member Kathy Hodges attended by Zoom due to preventative quarantining for COVID-19.

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

Board member Bernice Scales was unable to attend.

**Call to Order:**

Board Chair Betsy Haskins called the meeting to order at 12:08 and welcomed those in attendance.

**Minutes:**

Due to the meeting being cancelled due to inclement weather in December, the minutes from the November 18<sup>th</sup> meeting in Martinsville were presented and Mary Campbell Stromire moved that the minutes be approved, Debbie Youngman seconded, and the motion passed unanimously.

**Financial Report:**

George Gutshall reviewed the library's financial report.

He reported that we are working on the budget for this coming fiscal year. Since we have been closed to the public, we have not been collecting fines and fees so our revenue from that budget line is way down and we will need to consider those. In addition, the minimum wage is set to increase to \$11/hr. on January 1, 2022 and our state aid will drop by around \$7,000 so we'll need to consider that as well.

He noted that the recent food giveaway program was partially sponsored by Kroger and the rest of the expense was paid for with donations. Leandio Gravely was the driving force behind the success of this program.

On a motion by Janet Demiray, seconded by Mary Campbell Stromire, the board unanimously approved the financial report.

**Committee Reports:**

There were no committee reports.

**Old Business:**

Rick Ward reported that he had received four bids to replace the roof at Martinsville: Mountain Roofing Inc., Baker Roofing, and McNeil Roofing all out of Roanoke and a bid from local contractor Service Roofing. Since no one on the board and/or staff had experience with these types of bids, the subject was tabled until we could get some advice from someone with more knowledge of the process.

Rick also reported that he and Bassett Branch Manager Karen Barley had a long phone consultation with our architect Glenn Reynolds about the Bassett Expansion Project. They explained what we would like in the new building along with changes in the current structure to give them an idea of what to design.

Rick has heard from Kelly Chapman, the person wanting to buy the old bookmobile, and they are going to send a check to us by next week and he will then send the title and bill of sale back to them.

**New Business:**

Rick Ward presented the board with a resolution for Carter Bank and Trust to set up an account to receive funds for the system known as Square to allow our patrons to use debit/credit cards to pay fees. On a motion by Bill Kirby, seconded by Rives Coleman, the board voted unanimously to adopt the following resolution:

WHEREAS the Blue Ridge Regional Library currently has accounts with Carter Bank and Trust and,

WHEREAS the Board desires to set up an account with Carter Bank and Trust to accept payments from credit/debit cards using the system known as Square , and

THEREFORE, BE IT HEREBY RESOLVED that Rick Ward, Director and Brian Robinson, Electronic Resources Librarian of Blue Ridge Regional Library and Kathryn B. Washington, Staff Accountant and Mandy L. McGhee, Assistant Director of Finance of the City of Martinsville, are hereby authorized to execute any required documentation to establish this account, to sign on any checks or drafts drawn on this account, and to conduct any other business of Blue Ridge Regional Library in regard to this account.

**Friends Report:**

Mary Campbell Stromire reported they were still working to get things organized in the basement of the Martinsville Library where sales are held.

**Director's Agenda:**

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

He reported that he had contacted the Virginia Department of Health to see about getting the staff of the library system vaccinated for COVID-19. He was informed to contact our Local Health Emergency Coordinator, Jeanette Losee. After leaving a message, she called back and said she had put us on the list and a nurse would call to inform us of when and where we would be inoculated. Not timeline was given as to when this would happen.

**Adjournment:**

Mary Campbell Stromire moved that the meeting be adjourned at 1:11, Margaret Caldwell seconded, and the meeting was adjourned.

Recorder  
Rick Ward

Jim Allen  
Secretary