

Minutes
Blue Ridge Regional Library Governing Board
Patrick County Branch Library
November 16, 2022

Board members Rebecca Adcock, Margaret Caldwell, Felita Claybrooks, Betsy Haskins, Bill Kirby, Lora Mahaffey, Lewis Turner, and Sherry Vestal attended.

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

Board member Rives Coleman was unable to attend.

Call to Order:

Board Chair Margaret Caldwell called the meeting to order at 12:00 and welcomed those in attendance. She introduced new board member Felita Claybrooks and welcomed her to the board.

Minutes:

The minutes from the August 17th meeting in Collinsville were presented. Sherry Vestal moved that the minutes be approved, Lewis Turner seconded, and the motion passed unanimously.

Financial Report:

George Gutshall reviewed the library's financial report.

He reported that revenue and expenses were normal with the biggest expense coming from service for Comfort Systems doing HVAC repair. He presented the revised budget for this fiscal year and noted the 19% of our costs were variable, 13% were fixed, and 68% went to salaries.

On a motion by Sherry Vestal, seconded by Betsy Haskins, the board unanimously approved the financial report.

Committee Reports:

Margaret Caldwell, reporting for the Marketing Committee, said that Karen Barley had spoken to the Kiwanas, Lewis Turner had spoken to the Ruritan Club, and she had spoken to the Rotary Club about library services and the Bassett Expansion.

Old Business:

Margaret Caldwell gave a report on the Bassett Expansion Project and it was noted that naming rights were available with the Board of Trustees approval required for renaming the building.

New Business:

On a motion by Lora Mahaffey, seconded by Sherry Vestal, the board voted unanimously to give all staff members a \$400 Christmas bonus this year.

Closed meeting under § 2.2-3711(A)(1) for discussion of personnel matters.

Lewis Turner moved that the board enter closed session, Lora Mahaffey seconded, and the board entered closed session.

Lora Mahaffey moved that the board leave closed session, Lewis Turner seconded, and the board left closed session.

All board members certified that the board discussed only the business for which they entered closed session.

Friends Report:

Lewis Turner reported the Friends had pledged \$10,000 to the Bassett Expansion Fund. He said that during the recent book sale they had recruited a couple of new members and made approximately \$1,200. The next book sale will be December 10th.

Director's Agenda:

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

Adjournment:

Lewis Turner moved that the meeting be adjourned at 1:26 Lora Mahaffey seconded, and the meeting was adjourned.

Recorder
Rick Ward

Lora Mahaffey
Secretary