

Minutes
Blue Ridge Regional Library Governing Board
Patrick Branch Library
August 20, 2025

Board members Rebecca Adcock, Rives Coleman (via Zoom), Hannah Vinova, Christopher Gardner, Monica Hatchett, Donata Worrell, Harry Rhett, and Lori Hundley attended.

Also attending were Interim Director Melissa Chapman and Administrative Assistant George Gutshall.

Call to Order:

Board Chair Rebecca Adcock called the meeting to order at 12:10 and welcomed those in attendance.

Minutes:

On a motion by Harry Rhett, seconded by Hannah Vinova, the minutes from the July 16th meeting in Martinsville were approved unanimously.

Public Comment:

Somer Ojodeagua presented a proposal to install security cameras at the Patrick Branch Library. She cited numerous incidents that have occurred at the library including vandalism (light pulled up, broken curb, etc.), homeless persons sleeping outside, and books being hidden. She expressed her interest in installing cameras to ensure the safety of both staff and patrons.

After Somer Ojodeagua's presentation, Interim Director Melissa Chapman discussed that the library was planning to install cameras at all of the branches. She spoke with two security companies and received quotes from EMI Security and will receive quotes from 24/7 Security. Christopher Gardner asked if the library had gotten a third quote and Melissa Chapman said that she would look into it. Harry Rhett expressed that there is a need for cameras at the branches. After discussion, Monica Hatchett made a motion that Melissa Chapman and George Gutshall will determine the appropriate security company to install cameras with Lori Hundley seconding. The motion passed on a unanimous vote. Donata Worrell moved to approve \$25,000 for the installation of cameras and up to an additional \$2,000 from the Patrick capital account for additional cameras. Hannah Vinova seconded and the motion was approved unanimously.

Somer Ojodeagua discussed the upcoming programs at the Patrick Branch and invited everyone to the Pepper Basham, a Christian author, talk later that afternoon.

Treasurer's Report:

George Gutshall reviewed the library's financial report.

As we are at the beginning of our fiscal year, the financial reports will mirror those of the month-to-date reports. We have received revenues from state aid, Patrick County, the City of Martinsville, and e-rate. Our budget is in positive territory, though it may return to a deficit due to large expenses due the beginning of the fiscal year. Our 2025 budget had a deficit due to rising electrical costs which was covered by the library's "rainy day fund."

On a motion by Rives Coleman, seconded by Harry Rhett, the report was approved unanimously.

Committee Reports:

There were no committee reports.

Old Business:

Melissa Chapman said that the library needed signatures from her and board chair Rebecca Adcock before we can move monies into the VIP account. The board discussed the Virginia Investment pool, both benefits and risks. Harry Rhett questioned whether there was insurance covering the investment and expressed his concern that there is a risk of losing money in this venture.

New Business:

- Formation of a Search Committee:
 - We received four applications for the Library Director position. Rebecca Adcock recommended the board form a subcommittee to review applications, interview candidates, make recommendations to the board. This subcommittee, known as the Search Committee, will also create a tentative timeline for the hiring process. Rebecca Adcock, Monica Hatchett, Christopher Gardner, Donata Worrell, and Lori Hundley will serve on the committee.
- Officer and committee assignment:
 - The assignment of officers and committees is tabled until the September meeting with the exception of the Search Committee and the Finance Committee.
- Legal consul:
 - Since Bill Kirby left the library board, the library does not have anyone to ask for legal advice or answer question regarding legal matters. Rives Coleman is looking into this matter.
- Budget:
 - Melissa Chapman and George Gutshall have laid out the budget for fiscal year 2026. Since the previous budget included a 5% raise and the localities gave us a 3% increase, the budget needed to be revised and a finance committee will need to approve the budget. The board assigned Rives Coleman, Harry Rhett, and Lori Hundley to serve on the finance committee. George Gutshall will send the budget for fiscal year 2026 to the finance committee for review. The budget should be approved at the next meeting.
- Meeting time:
 - In previous meetings and in the current meeting, members of the library board expressed their desire to move the meeting time. Monica Hatchett volunteered to send out a Doodle poll to determine a desired time for board meetings.

Friends Report:

The Friends of the Library had a book sale on August 3rd, but we do not have any numbers from the sale. Melissa Chapman will reach out to Lewis Turner to get a Friends report for the library board.

Director's Agenda:

Interim Director Melissa Chapman referred the board to the printed director's report.

Adjournment:

On a motion by Rebecca Adcock, seconded by Monica Hatchett, the meeting was adjourned at 1:20.

Recorder
Melissa Chapman