

Minutes
Blue Ridge Regional Library Governing Board
Martinsville Branch Library
November 19, 2025

Board members Rebecca Adcock, Twyla Dillard, Christopher Gardner, Monica Hatchett, Donata Worrell, Hannah Vinova, Rives Coleman, Harry Rhett, Lori Hundley (attended via Zoom), and Charrisse Hairston 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 3:02 pm and welcomed those in attendance.

Interim Director Melissa Chapman requested an addendum to the agenda to discuss the chiller in the old business. Monica Hatchett moved to add the addendum with Christopher Gardner seconding. The motion passes unanimously.

Minutes:

On a motion by Donata Worrell, seconded by Hannah Vinova, the minutes from the October meeting in Collinsville were approved unanimously.

Public Comment:

There was no public comment.

Treasurer's Report:

George Gutshall reviewed the library's financial report.

November was a quiet month. All the money from the localities was already disbursed so we will not receive any additional income from November to December. Cameras at all the branches are installed and invoices paid. The library spent \$4,000 for the LEDs in the Friends area, but the Friends reimbursed us for this purchase. Overall, we are in good shape financially.

Harry Rhett moved to accept the treasurer's report with Hannah Vinova seconding. The treasurer's report was approved unanimously.

Committee Reports:

There were no committee reports.

Old Business:

Interim Director Melissa Chapman expressed concern that the library will need to request money from the city for the chiller in the near future. Martinsville was lucky this summer that we did not have any major issues with the chiller, but we are likely pushing our luck and need to start moving forward with replacing the it.

The board discussed the best way to request the money from the city. Rives Coleman reiterated that the city does own the building and should contribute to ensure that residents have a good working facility in Martinsville. Rives Coleman said that he would speak with Rob Fincher regarding the chiller.

Charisse Hairston floated the idea of getting a historic preservation declaration that could open up some funding for the chiller. The board discussed monetary breakdowns, possibly going in with the city on the

chiller 60-40, etc. We plan to make it clear that the chiller is separate from the budget. We will discuss with the city manager then move from there.

Interim Director Melissa will reach out to Comfort Systems and Southern Air to get updated estimates. George Gutshall and Melissa Chapman will also compile a list of projects around the Martinsville Library that the library has paid for without asking the city.

New Business:

Interim Director Melissa Chapman reported that TLC will no longer support our servers when our contract renews. The estimate to replace them is approximately \$21,000 and for TLC to host will be about \$7,000. Unfortunately, this is too much of a hit on our budget. The library met with representatives from Book Systems in the past and reached out to them recently. They addressed all of our past concerns and offered a demo of their services. The branch managers attended the demo and other staff watched the recording. Overall, the feedback from the demo is positive. BookSystems offers a good product at a reasonable price so we will explore migration in the future.

Hanna Vinova moved to approve the library system migrating to Book Systems in the future when our contract with TLC is finished. Charisse Hairston seconded and was approved unanimously.

Rives Coleman moved to approve the Christmas bonus for the library of \$400 with FICA taxes include (about \$430.60). Discussion arose regarding whether we should offer the staff a larger bonus. George Gutshall pointed out that the moneys for the bonus have already been budgeted and approved so we are locked into the current amount. The board agreed to discuss raising it next year. Monica Hatchett seconded the motion and it passed unanimously.

Donata Worrell moved to go into closed session with Chris Gardner seconding. With unanimous consent, the board meeting went into closed session. George Gutshall and Interim Director Melissa Chapman leave the meeting.

Meeting in closed session.

Interim Director Melissa Chapman and George Gutshall return after closed session. Monica Hatchett moves to hire a new director with Lori Hundley seconding and the motion passed unanimously. The library board offered the system director position to Melissa Chapman who accepted. Melissa Chapman starts as the full time director effective December 1st with a \$66,000 initial salary with the board to review in 6 months. Monica Hatchett moves to offer Melissa Chapman \$66,000 initial salary with Rives Coleman seconding, and the motion passes. Charisse Hairston requested the board defines the expectations of the library director. The personnel committee will meet and create the metrics to evaluate the library director.

Friends Report:

The Friends of the Library will be holding a book sale on Friday, November 21st from 1-5 pm for members and Saturday, November 22nd from 9:30am-2pm for the general public.

Director's Agenda:

Melissa Chapman referred the board members to the director's report in the board packet. She highlighted her presentation at the Henry County Board of Supervisors and upcoming meeting with the Patrick County Board of Supervisors

Adjournment:

On a motion by Rives Coleman, seconded by Christopher Gardner, the meeting was adjourned at 4:14.

Recorder
Melissa Chapman

Monica Hatchett
Secretary