

Minutes
Blue Ridge Regional Library Governing Board
Patrick Branch Library
January 21, 2026

Board members Rebecca Adcock, Twyla Dillard, Christopher Gardner, Monica Hatchett, Donata Worrell, Rives Coleman (attended via Zoom), Charisse Hairston, and Lori Hundley attended.

Also attending were Director Melissa Chapman, Administrative Assistant George Gutshall, and Branch Manager Somer Ojodeagua.

Hanna Vinova were unable to attend.

Call to Order:

Board Chair Rebecca Adcock called the meeting to order at 3:04 pm and welcomed those in attendance.

Minutes:

On a motion by Donata Worrell, seconded by Lori Hundley, the minutes from the December meeting in Bassett were approved unanimously.

Public Comment:

Christopher Gardner recommended that the library board and library staff watch two documentaries on PBS, Free for All (about the creation and evolution of public libraries) and The Librarians (about book bans and libraries).

Somer Ojodeagua discussed that a few people in Patrick have expressed interest in doing fundraisers for the Patrick Branch, such as purchasing new couches, etc. There was discussion as to the best vehicle to raise money as donations directly given to a library need to be spent in the same fiscal year. It was raised that the Patrick residents could partner with the Friends of the Library, maybe each branch having an individual Friends group. Melissa Chapman mentioned that the BRRL Foundation could also be a vehicle for the Patrick residents could use as well. Christopher Gardner will look into the possibility of using the Friends of the Library as a means for the Patrick residents to fundraise for their library.

Christopher Gardner also expressed thanks for the annual report sent out to the library board. He expressed concern that it was too long. Monica Hatchett also recommended that it could be used as publicity for the library, creating a press release using information from the report or social media posts.

Treasurer's Report:

George Gutshall reviewed the library's financial report.

The library is in good shape fiscally. We had a \$66,000 surplus, however he stressed that some of our spending falls more heavily at the end of the year (books, etc.). Additionally, because the city restricts processing of bills on the last week of the month, we were only able to pay bills the first two weeks in December (due to the holidays). In the new year, a large stack of bills was sent to the city so the surplus will be diminished, but otherwise we are in good shape.

Lori Hundley asked about donations at the branches. George Gutshall replied that Patrick receives the most money in donations followed by Bassett. We typically do to budget donations because it fluctuates. Lori Hundley also asked about system personnel and George Gutshall replied that he will investigate. A question was raised about why the expenses were so high at Ridgeway and George responded that it was due to issues with their heat pump which resulted in high electric bills. Another questions raised was why Ridgeway has a branch librarian and not a branch manager like the other libraries. George Gutshall and

Melissa Chapman replied that Amy Bunn, the manager at Ridgeway, has her MLS degree and that is why she has the title.

Christopher Gardner moved to accept the treasurer's report with Rives Coleman seconding. The treasurer's report was approved unanimously.

Committee Reports:

Building and Grounds Committee: Melissa Chapman gave the library board an update on the buildings at Martinsville and Ridgeway. We received estimates to both repair and replace the heat pump at Ridgeway and, due to extenuating circumstances, we decided to go accept Comfort System's repair. George Gutshall emailed Comfort Systems to accept the repair estimate and, unfortunately, has not heard from them. The library board expressed concern over this and Melissa Chapman said she would follow up with Comfort Systems regarding it ASAP. We also received the estimate to replace the reheat pump at Martinsville and George Gutshall emailed to accept the estimate. The money for these repairs will come out of the budgeted maintenance accounts. We can also pull money out of other accounts if they have extra money when needed.

Old Business:

No old business.

New Business:

Annual report: Already discussed in public comment.

Board elections: Since we are planning to approach the city to contribute to replacing the chiller in Martinsville, it was decided that the chair of the library board should be from Martinsville. It was believed that officer appointments ended at the end of the calendar year so the board would need to vote on the new slate of officers. The slate was:

Rives Coleman, chair

Monica Hatchett, secretary

Rebecca Adcock, vice-chair

Monica Hatchett questioned whether they could vote by slate and the consensus was that it was up to the board. Christopher Gardner moved that the slate go to a vote, later amending it to include Lori Hundley as treasurer. Charisse Hairston seconds and the motion passes unanimously. After later consulting the board bylaws, it was later determined that the officers change by fiscal year.

Signature cards: In order to move money out of the capital account at Carter Bank into the newly created VIP account, we need to update the signature cards for the Carter Bank account. The library board consulted the bylaws and found nothing in it related to it. The board then decided that the Director and Chair have signature cards. Charisse Hairston recommended that we have 3 people as signatories to provide multiple signatures on checks. Donata Worrell moved that we update the signature cards to have Rives Coleman, Melissa Chapman, and Lori Hundley as signatories. Monica Hatchett seconds and the motion passes unanimously.

Friends Report:

The Friends of the Library will be holding a book sale on Friday, January 30th from 1-5 pm for members and Saturday, January 31st from 9:30am-2pm for the general public. The snow dates are Friday, February 6th from 1-5 pm for members and Saturday, February 7th from 9:30am-2pm for the general public. The next Friends sale will be on Saturday, March 28th.

Director's Agenda:

Melissa Chapman referred the board members to the director's report in the board packet. She highlighted some of the work of the BRRL Foundation and would notify the board when the online donation link was live.

Adjournment:

On a motion by Lori Hundley, seconded by Monica Hatchett, the meeting was adjourned at 4:20.

Recorder
Melissa Chapman

Monica Hatchett
Secretary