

Minutes
Blue Ridge Regional Library Governing Board
Ridgeway Branch Library
February 19, 2026

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

Also attending were Director Melissa Chapman, Administrative Assistant George Gutshall, and Branch Manager Amy Bunn.

Donata Worrell was unable to attend.

Call to Order:

Board Chair Rives Coleman called the meeting to order at 3:08 pm and welcomed those in attendance.

Minutes:

On a motion by Lori Hundley, seconded by Hanna Vinova, the minutes from the January meeting in Patrick were approved unanimously.

Public Comment:

No public comment.

Treasurer's Report:

George Gutshall reviewed the library's financial report.

The library has received checks from all the localities and the Library of Virginia for the 3rd quarter of FY 2026. The expenditures for January were higher than that of December due to the factors noted in the report last month. Some unusual expenditures are payments for Envisionware, our software reservation system, the replacement of our UPSs for all of the branches, microfilm support services at Martinsville, and the film licensing to show movies at all of our branches.

Lori Hundley asked about the fine revenue in our budget. George Gutshall responded that the amount budgeted in FY 2026 is based upon the amount collected in the previous year.

Charisse Hairston moved to accept the treasurer's report with Lori Hundley seconding. The treasurer's report was approved unanimously.

Committee Reports:

Building and Grounds Committee:

Ridgeway: The heat pump at Ridgeway was repaired earlier in February. While the heat was out, the temperature in Ridgeway would be bad depending on the temperature outside; if the library temperature was 60 degrees or below, the Ridgeway Library would close. After Comfort Systems fixed the heat pump, another issue arose. A small outside unit froze up and Comfort Systems came to fix it. One of the condenser fans was turning the wrong way and Comfort Systems got the system working. They will return to fix the condenser fan.

Martinsville chiller: Rives Coleman reported that he hasn't met with Robb Fincher yet. He is planning to catch up with him to discuss the chiller. He plans to meeting with him personally first, then later bring Melissa Chapman into a second meeting to discuss the chiller. We plan to at least ask for half the cost of

the chiller, but will aim to see if the city will cover the full cost of the chiller. Christopher Gardner expressed that it is the least the city could do considering all of the work that BRRL has paid for the Martinsville Library.

General Committee business:

Rives Coleman requested that all committees meet each quarter to check in. He requests that they meet before the April meeting.

Old Business:

Chiller: Melissa Chapman shared the updated estimates from Comfort Systems for the chiller. The estimates were a bit lower than expected.

Budget: The localities are going to begin planning their budgets starting in late March and into April..

Signature cards: Lori Hundley asked about the signature cards for Carter Bank. Melissa Chapman responded that Rives Coleman, Lori Hundley, and Melissa Chapman will receive signature cards. She will take a signed copy of the minutes to Carter Bank to verify the updated signatures and reach out to Rives Coleman and Lori Hundley to schedule a time to get the signature cards.

New Business:

No new business.

Friends Report:

The Friends of the Library cancelled their book sale due to weather. The next book sales is March 28th from 9:30pm-2pm. The next Friend of the Library meeting is March 9th at 10:30am. Christopher Gardner is in talks with Ruby and Boots from the Friends organization about Somer's question about fundraising with the Friends.

Rives Coleman reiterated the importance of the Friends of the Library and encouraged everyone to join the Friends and support them. The individual fee is \$15 and the family fee is \$25. Christopher Gardener stated that the Friends are always accepting donations.

Director's Agenda:

Melissa Chapman referred the board members to the director's report in the board packet. She distributed QR codes to all members present and said that the online portal to donate is activated. We do plan to update the Foundation website in the near future with the link to donate. Rives Coleman requested that all board members bring fundraising ideas for the Bassett Expansion Project to the March meeting. The board discussed some fundraising options at this time.

Melissa Chapman also mentioned that Martinsville City has designated BRRL as a mandated agency. Lori Hundley questioned what this meant and Melissa Chapman responded that, per their policy, the city is required to support the library.

Charisse Hairston donated 2 books by Nella Larson and Naomi Hodge-Muse to the Martinsville Library. Melissa Chapman took them and said she would get them added to the system ASAP.

Adjournment:

On a motion by Lori Hundley, seconded by Monica Christopher Gardner, the meeting was adjourned at 4:00.

Recorder
Melissa Chapman

Monica Hatchett
Secretary