

Minutes
Blue Ridge Regional Library Governing Board
Martinsville Branch Library
June 17, 2026

Board members Rebecca Adcock, Rives Coleman, Twyla Dillard, Christopher Gardner, Monica Hatchett, Donata Worrell, and Lori Hundley attended.

Also attending were Director Melissa Chapman, Administrative Assistant George Gutshall, and Branch Manager Tammy Cope.

Charisse Hairston, and Hanna Vinova were unable to attend.

Call to Order:

As Board Chair Rives Coleman called the meeting to order at 3:01 pm and welcomed those in attendance.

Minutes:

On a motion by Lori Hundley, seconded by Rebecca Adcock, the minutes from the May meeting in Collinsville were approved unanimously.

Public Comment:

No public comment.

Treasurer's Report:

Everything looks good at the moment. We are stilling at approximately \$264,000 in revenues, but a large stack of invoices was taken to the city so that number will likely go down. The end of the fiscal year generally has a higher volume of invoices than the rest of the year. Our big invoices were primarily related to Comfort Systems and repairs made at the Martinsville Library. Overall, the library is in good shape. If you have any questions, ask George Gutshall.

Rives Coleman questioned George about the tally sheet the library is keeping regarding repairs made to the Martinsville Library. For this past fiscal year, we paid Comfort Systems \$76,000 in repairs, though \$26,000 of those repairs were for Ridgeway. For this year, the library is sitting at approximately \$40,000 spent for repairs at the Martinsville Branch. Rives Coleman asked if the city's grant writer had reached out to the library after Rives' discussion with Robb Fincher. George Gutshall and Melissa Chapman said that they have been in contact with the Sita Conde from the city who is looking into a USDA grant. She had reached out to someone from the USDA, but we haven't heard anything yet. Melissa Chapman said she would follow up with Sita.

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

Committee Reports:

Policy Committee:

Donata Worrell will follow up with the Policy Committee via the e-mail chain about the material reconsideration policy and request for reconsideration of library materials form.

Nominating Committee:

A question about forming a nominating committee to elect officers rose. Both Rives Coleman and Rebecca Adcock agreed that they could continue as chair and vice-chair if the members of the board agreed. Rives Coleman spoke with a prospective Martinsville board member Roxanne Reeves so it is looking to come on the board in FY 2027.

Lori Hundley asked about redistricting for seats on the library board as it was last done in the early 2000s. Board members felt that the agreements should be updated and Rebecca Adcock stressed the importance of a strategic plan. Rives Coleman felt that, at present, the library board should concentrate on getting more money for the library.

Old Business:

VIP account: In the July 2025 meeting, the library board voted to create a VIP account and move \$290,000 into that account. Melissa Chapman wanted to double check that the board still wishes to move that amount of money into the account. The library board still agreed with their previous vote to move \$290,000 into the VIP account. Rebecca Adcock said that it should only take about 48-72 hours to move the money. Melissa Chapman will start the process of moving money into the VIP account.

New Business:

Five year plan: The Library of Virginia requires that the Library Board of Trustees vote each year to approve the five year plan. Our current plan expires in 2028 so it will be due for a major revision in a few years. Christopher Gardner moves to reauthorize the five year plan with revisions to happen later and Monica Hatchett seconds. The motion passes unanimously. The five year plan will be added to the agenda for the August 19th meeting. Melissa Chapman will e-mail it to the board prior to the meeting.

Feasibility study: A representative from the Harvest Foundation reached out to Melissa Chapman and the BRRL Foundation with concerns over the Bassett Expansion project. The concerns centered on the idea that it is difficult to get the funding from primarily Bassett and residents from other areas, like Ridgeway, would be reluctant to donate large sums of money if they are not seeing the benefits. The proposed solution would be for the Foundation to conduct a system-wide campaign where they could raise money to improve all of the branch libraries. With this new campaign, the Foundation can pull resources from larger areas and the Harvest Foundation may contribute a significant amount of money.

The first step in this process is to conduct feasibility studies for the Bassett, Martinsville, Patrick, and Ridgeway branches. The Collinsville branch is excluded from the studies since neither the library nor the municipality own the building. The representative from Harvest facilitated a meeting with Enteros Design, the architect who worked with the Martinsville-Henry County YMCA, to discuss the feasibility studies and develop a proposal. Enteros Design submitted an initial proposal with the option to revise it if needed. The Foundation can apply for a Harvest grant to cover a portion of the cost of the feasibility studies.

Rebecca Adcock recommended that this proposal also be presented to the localities as Martinsville City and Patrick County own their library buildings. Other board members expressed concerns about the library system paying for the feasibility studies while not owning the buildings. As it stands currently, BRRL owns the Bassett Branch, Ridgeway Branch, and Patrick Bookmobile. Some concern was expressed that the study is primarily building driven and would like to see the community needs assessment take precedence over the building assessments as the library and library board are aware of the major issues in the facilities.

Branch Manager Tammy Cope understood the board members' concerns about the buildings, but reiterated the needs at each branch and struggles that each branch faces with their facilities. She felt that this could be a good opportunity to update the branches and fix some of the problems facing them. Monica Hatchett agreed that this could be a good opportunity for the library system as well and believed that the feasibility studies are likely a requirement for support for the systemwide campaign. Melissa Chapman stated that any large campaign should begin with a feasibility study and these studies would be the first step.

regardless. Monica Hatchett expressed some concern that some donors may earmark their donations to specific areas (i.e. this money only go to Patrick, etc.) during the fundraising campaign.

The library board will discuss the feasibility studies more in the July meeting. Melissa Chapman agreed to send the board members the initial proposal as well as feasibility reports to give the board an idea of what this process will entail.

Friends Report:

Due to time constraints, there was no Friends report.

Director's Agenda:

Due to time constraints, the director's agenda was not discussed. Board members can review the printed report in their board packets.

Adjournment:

The meeting adjourned around 4:30.

Recorder
Melissa Chapman

Monica Hatchett
Secretary