

Minutes
Blue Ridge Regional Library Governing Board
Martinsville Library
June 15, 2016

Board members Margaret Caldwell, Janet Demiray, Kathy Hodges, Bill Kirby, Mary Ruth Reynolds, Bernice Scales, Mary Campbell Stromire and Linda Wilson were in attendance.

Also attending were Director Rick Ward and Staff Administrative Assistant George Gutshall.

Board members Betsy Haskins and Carol Meyer were absent.

Call to Order:

Board Chair Janet Demiray called the meeting to order at 12:05 and welcomed those in attendance.

Minutes:

The minutes from the May 18th meeting in Martinsville were presented and Bernice Scales moved that the minutes be approved, Margaret Cardwell seconded, and the motion passed unanimously.

Financial Report:

George Gutshall reviewed the financial report.

He reported that we are in a sound financial position as the fiscal year comes to a close. We did have to make some budget adjustments to take into account donations and revenues from fine collections and expenses related to book replacement and earmarked funding.

He noted that our maintenance contract with Southern Air for the HVAC systems in Martinsville, Bassett and Ridgeway was about to expire. Southern Air notified us that the costs they incurred this past year from maintaining the system in Martinsville was more than we had paid them and therefore the price for next year only is almost double this year's cost. We requested and received a preventative maintenance contract to do only the maintenance with repair work at \$80/hour, materials and parts with a 35% mark-up for \$6,504.00. This way we can keep the budget as is and use the savings to put towards any repairs that may need to be made. Bill Kirby suggested we try and negotiate the mark-up percentage. He also suggested we get a local contractor to scope what a replacement HVAC system at Martinsville would cost.

We are currently making the final adjustments to the FY2017 budget as we did not get all the funding we were hoping from Henry County to extend the hours at the three branches plus we are adding expenses such as the movie license and funds for the cost of the microfilm that has risen sharply. The budget document will need to be sent to the Finance Department at the City pretty soon.

Linda Wilson moved that the financial report be accepted as presented, Bill Kirby seconded, and the motion passed unanimously.

Committee Reports:

Bill Kirby reported for the Nominating Committee and said that Janet Demiray had agreed to stay on as Chair, Linda Wilson had agreed to stay on as Treasurer, and Carol Meyer had agreed to stay on as Secretary. Betsy Haskins has been approached to act as Vice-Chair though she has not responded as of the meeting date.

The personnel committee met before the board meeting and prepared an evaluation of the director to be presented to the full board.

On a motion by Margaret Caldwell, seconded by Linda Wilson, the board voted to go into executive session under § 2.2-3711(A)(1) for discussion of personnel matters.

On a motion by Linda Wilson, seconded by Margaret Caldwell, the board voted to come out of executive session.

All board members certified that the board discussed only the business for which they entered closed session.

Old Business:

It was decided that the Foundation Committee needs to elect a new Chair.

New Business:

After some discussion, the five-year plan was approved by unanimous vote on a motion by Mary Ruth Reynolds and seconded by Mary Campbell Stromire.

Friends Report:

Mary Campbell Stromire reported that the next Friend's sale will be June 21st from 10 – 3 and the next one after that would be on August 30th.

Director's Agenda:

Director Ward referred the board to the printed director's report.

Rick reported that we had finally had some help with our microfilm problem from Cindy Morgan, publisher of the Martinsville Bulletin, who was able to put us in touch with the microfilm company. It will be rather pricey but we should be able to get caught up to date and not have to keep all the papers!

We are planning on procuring a movie license for all the branches next year. We will be getting new computer chairs for our patrons as well as some for the staff with extra funds from this year.

Adjournment:

Margaret Caldwell moved that the meeting be adjourned at 1:16, Linda Wilson seconded, and the meeting was adjourned.

Recorder
Rick Ward

Carol Meyer
Secretary