

**Minutes**  
**Blue Ridge Regional Library Governing Board**  
**Collinsville Branch Library**  
**May 17, 2023**

Board members Rebecca Adcock, Margaret Caldwell, Felita Claybrooks, Rives Coleman, Yluelhaldi Rose, and Lewis Turner attended.

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

Board members Betsy Haskins, Lora Mahaffey, and Sherry Vestal were unable to attend.

**Call to Order:**

Board Chair Margaret Caldwell called the meeting to order at 12:01 and welcomed those in attendance.

**Minutes:**

The minutes from the March 15<sup>th</sup> meeting in Martinsville and April 19<sup>th</sup> in Bassett were presented. Rives Coleman moved that the minutes be approved, Lewis Turner seconded, and the motion passed unanimously.

**Financial Report:**

George Gutshall reviewed the library's financial report.

He reported that we had a surplus of revenue at this time due to all of our local funding coming in at the same time but the expenses will pick up as we begin expending more as we get to the end of the fiscal year. These expenses include a microfilm reader in Patrick County, an increase in the book budget, and replacing patron computers.

On a motion by Lewis Turner, seconded by Felita Claybrooks, the financial report was approved unanimously.

**Committee Reports:**

Margaret Caldwell, reporting for the Marketing Committee, said that she will speak to the Altrusa Club on May 26<sup>th</sup> and the Rotary Club on May 31<sup>st</sup>.

**Old Business:**

Lewis Turner, reporting for the Bassett Expansion Steering Committee, said they had a good meeting recently where there were several good ideas for fund raising events. They will try to plan some events at their next meeting.

Board Chair Margaret Caldwell said the revised five-year plan had been put on the library's web page and Facebook page to get feedback from the public.

**New Business:**

Board Chair Margaret Caldwell presented a timeline for the Director's evaluation and, on a motion by Lewis Turner and seconded by Rives Coleman, the board voted unanimously to adopt it. She passed out an evaluation packet to all board members present and asked they be returned by June 2<sup>nd</sup>.

**Friends Report:**

Lewis Turner reported the Friends book sale on April 22<sup>nd</sup> brought in approximately \$1,100. He also noted that the Friends are having local author Andy Miller come give a talk on his book Pamir 62 on May 20<sup>th</sup> at the Martinsville Library.

**Director's Agenda:**

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

He reported that he had spoken to the Patrick County Board of Supervisors and the Martinsville City Council the previous week.

The next board meeting will be held at the Patrick County branch on June 21<sup>st</sup> and, due to scheduling conflicts, the meeting in July will be held a week earlier on the 13<sup>th</sup>.

**Adjournment:**

Rives Coleman moved that the meeting be adjourned at 12:50, Felita Claybrooks seconded, and the meeting was adjourned.

Recorder  
Rick Ward

Lora Mahaffey  
Secretary