

**Minutes**  
**Blue Ridge Regional Library Governing Board**  
**Martinsville Library**  
**June 20, 2018**

Board members Jim Allen, Margaret Caldwell, Janet Demiray, Betsy Haskins, Kathy Hodges, Bill Kirby, Carol Meyer, Mary Ruth Reynolds and Mary Campbell Stromire were in attendance.

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

Board members Ashley Carter and Bernice Scales were absent.

**Call to Order:**

Board Chair Betsy Haskins called the meeting to order at 12:00 and welcomed those in attendance. She noted that board member Ashley Carter had resigned from the board due to conflicts which have not allowed her to come to the meetings.

**Minutes:**

The minutes from the May 16<sup>th</sup> meeting in Martinsville were presented and Janet Demiray moved that the minutes be approved, Kathy Hodges seconded, and the motion passed unanimously.

**Financial Report:**

George Gutshall reviewed the library's financial report.

He reported that we had some extra monies left to spend before the end of the fiscal year and we have decided to purchase extra books, audio books, videos and e-books. He also noted that the Martinsville HVAC system was not working properly and that was why it was so cool in the Director's office where the meeting was held. A part has been ordered to correct the problem.

Rick Ward, Director, said he has heard four different figures for the state aid that we will receive next fiscal year. This was due to errors at the Library of Virginia in calculating the formula. Also, the Virginia legislature has increased the overall budget allocation for libraries in Virginia in the amount of \$250,000 which caused the numbers to change. Currently we stand at being cut \$1.00. Bill Kirby made an impromptu donation to cover the shortfall.

Carol Meyer moved that the financial report be accepted as presented, Mary Ruth Reynolds seconded, and the motion passed unanimously.

**Committee Reports:**

Margaret Caldwell, on behalf of the Marketing Committee, reported that they have compiled a master contact list of organizations that we may be able to partner the library with. She also thanked those who passed out flyers for the Summer Reading/Feeding Kickoff.

**Old Business:**

Rick said that RFP's had been sent out to three more electrical contractors to replace the lighting at the Martinsville and Bassett branches. The deadline is the 22<sup>nd</sup> so we will have a better idea of the cost soon.

Janet Demiray suggested that the Personnel Committee meet and come up with a definitive schedule for receiving the Director's goals, self-evaluation, and evaluation plus the Board's self-evaluation.

**New Business:**

By consensus, the board agreed to pay half the cost of cleaning up the flood damage at the Collinsville branch for approximately \$2,900.

Comfort Systems USA, our HVAC service company, estimated that the cost to repair a leak in the HVAC system at the Bassett branch to be \$6,891 and, on a motion by Mary Campbell Stromire seconded by Carol Meyer, the board voted unanimously to take the funds out of the capital accounts and have the work done.

On a motion by Mary Campbell Stromire, seconded by Margaret Cardwell, the board voted unanimously to approve the five-year plan as presented. Rick noted that the five year time frame runs out next year and we need to work on updating it during the upcoming year.

Board Chair Betsy Haskins asked for volunteers to be on the nominating committee for officers next year and Janet Demiray, Kathy Hodges and Bill Kirby agreed to serve.

**Friends Report:**

Mary Campbell Stromire reported that the last Friends sale brought in \$1,173.55. The next sale will be August 14<sup>th</sup> at the Martinsville branch.

**Director's Agenda:**

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

He noted he had been in touch with Bassett Branch Manager Karen Barley to get her input on what type of building expansion she envisioned for the branch. She emailed a list which he has sent to Betsy Haskins to share with the Foundation who are interested in new fundraising ideas now that we have successfully reached our goal for the Bookmobile Fund.

**Adjournment:**

Mary Campbell Stromire moved that the meeting be adjourned at 1:15, Kathy Hodges seconded, and the meeting was adjourned.

Recorder  
Rick Ward

Carol Meyer  
Secretary