

Minutes
Blue Ridge Regional Library Governing Board
Martinsville Library
August 16, 2023

Board members Rebecca Adcock, Margaret Caldwell, Felita Claybrooks, Rives Coleman, Karen Despot, Lora Mahaffey, Greg Peitz, Yluelhaldi Rose, Lewis Turner, and Sherry Vestal attended.

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

Board member Donata Worrell was 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 July 13th meeting in Ridgeway were presented. Rives Coleman moved that the minutes be approved, Felita Claybrooks seconded, and the motion passed unanimously.

Financial Report:

George Gutshall reviewed the library's financial report.

He reported that we had paid some large bills that are due annually at the first of the fiscal year that included OCLC, computer software support for circulation, VRSA, and EBSCO subscriptions. He is currently working with the City to finish paying bills from the previous fiscal year before the window to do so closes.

He gave a breakdown of the donations we received last month and which branch the monies are intended for. We have been in touch with the auditors and hope to have the most recent audit sent soon.

There was a discussion on taking funding from the capital accounts for repairs at the branches. It was decided that we will see what needs the branches have and how much we will need.

On a motion by Yluelhaldi Rose, seconded by Lora Mahaffey, the financial report was approved unanimously.

Committee Reports:

Margaret Caldwell reported that the Marketing Committee met and discussed strategies for the upcoming year.

Old Business:

Lewis Turner, reporting for the Bassett Expansion Steering Committee, said the fund currently has a balance of \$48,800 in donations and the Woodmen Life would be sending a donation of \$500. There will be a 50/50 fundraiser on August 19th at the next Bassett Cruise-In. Margaret Caldwell said she made a presentation to the Women in Philanthropy and we are hoping to get a donation from their foundation. She, Rick Ward, Lewis and "Boots" Turner met with Amanda Cox with AEP who gave us permission to apply for the grant cycle with the company. She was very enthusiastic about the project and thought we had a good chance at receiving funding and advised us to ask for the maximum of \$100,000.

New Business:

A slate of officers was presented and by unanimous vote the following were elected/re-elected to serve: Margaret Caldwell, Chair; Rives Coleman, Vice-Chair; Yluelhaldi Rose, Secretary; Lewis Turner, Treasurer.

Board members chose which committees they prefer to be a part of and are listed below.

The board requested that the Director and staff create a timeline for the new five-year plan to be presented at the October board meeting.

Friends Report:

Lewis Turner reported the Friends book sale brought in over \$1,000 and the next sale will be in October.

Director's Agenda:

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

Due to work conflicts, there was a discussion about whether to change the time of the board meetings to the evening to accommodate those who might benefit from a later time. It was decided to keep the meetings at the same day and time each month.

Adjournment:

Lewis Turner moved that the meeting be adjourned at 1:15, Rebecca Adcock seconded, and the meeting was adjourned.

Recorder
Rick Ward

Lora Mahaffey
Secretary

Board Committee Assignments 2023-2024

Finance

Looks for new sources of money, works with old sources, and oversees control and management of funds

Lewis Turner
Greg Peitz

Personnel

Evaluates the library director annually and conducts search for new director as needed

Felita Claybrooks	Lewis Turner
Margaret Caldwell	Rebecca Adcock

Plant/Facilities

Does long range planning for expansion and new buildings, reviews planned maintenance of building and grounds

Karen Despot	Rives Coleman, Chair
Yluelhaldi Rose	

Policy

Suggests new policies for Board adoption and continuously reviews and revises existing policies

Felita Claybrooks	Rives Coleman
Sherry Vestal	

Marketing

Promotes the library to the community at large and the Boards of Supervisors/City Council members in particular

Rebecca Adcock	Margaret Caldwell, Chair
Yluelhaldi Rose	Lora Mahaffey
Sherry Vestal	Karen Despot

Fundraising

All Board Members