



Main Library - Accomac  
Northampton Free Library  
Chincoteague Island Library  
Cape Charles Memorial Library

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EASTERN SHORE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
April 11, 2017, 1:00 pm  
Cape Charles Memorial Library, Cape Charles, Virginia

Present: Kitty Hall (Chair), Paul Berge (Vice Chair), Patricia Bloxom, Barbara Coady, Dennis Custis, Jackie Davis, Ann Rutledge, Gerry Ryan. Tim Valentine.  
Absent: Dana Bundick (Treasurer).

In attendance: Cara Burton, Director. Staff: Summer Dahlmans, Janice Felker, Charle Ricci, Brian Simpkins

Meeting called to order at 1:06 pm.

**Public comments.** None.

**Minutes.** Minutes approved as distributed.

**Financial Report.** Prefer budget vs. actual to run to end of fiscal year. Request a report from the Treasurer as to what type of account the \$500,000 is in. Paul motioned to accept the financial; Dennis seconded. Motion carried.

**Reports.**

**Cape Charles** (Ann Rutledge) – May 1, 7:00 p.m. Dr. Paschal will have a talk on strokes. Sponsored by the Library Board. Afternoon teas are still successful, held by the Friends. Lunch N Learn will be this Summer on Saturdays. Poetry program will be April 26, 7:00 pm.

**Chincoteague** (Gerry Ryan) – Is celebrating National Library Week by inviting local people that haven't visited the library and having a raffle. Planning a nonsectarian wedding in the library.

**Northampton F.L.** (Summer Dahlmann) – Frequent meeting room use. Having a dedicated meeting room is an asset.

**Director's Report** – Pat asked for information about the Latimer collection.

ESPL Foundation and Capital Campaign Council – Up to almost \$3 million, including pledges. \$384,300 (cash), \$429,000 in cash plus pledges. Two new



Foundation members are Rollie Guinn and Winifred Martin. Randi Childs and Joan Natali are co-Directors. Requested volunteers to help handout library information at Tysons.

### Capital Project

**Construction Committee** – Chairman Gerry Ryan distributed list of respondents to A&E RFP. Four committee members completed a survey of the responses and ranked. Wallter, Todd & Sadler and Davis, Bowen & Friedel were ranked top responders. Next step is to interview these firms. Hope to have a recommendation at the next Board meeting.

**Capital Finance Committee** – Chairman Paul Berge reviewed current commitments from Accomack, LVA, and Foundation. Outstanding funding include IRF (\$600K), USDA RBDG (\$100K), and Northampton County (\$200K). Northampton would be multi-year \$50K-\$75K-\$75K. By May 2, Northampton will advertise their budget plan.

Need to point out Accomack funds. Northampton Supervisors meeting today will have the library capital request in their budget plan to consider. Discussion about presentation to the Northampton Supervisors. Foundation does have three new Northampton Directors. Additional income involves the Accomack building asset. Potential for gap financing reviewed. Bank financing is possible as well as USDA, ANEC revolving loan fund, and other entities. Issue is what would be used for collateral.

The \$5 million is an estimate that does not include the asbestos abatement (flooring) and minimal furnishings. Need consensus from the Board that in December 2017 we are reading to proceed.

### New Business

- a) Nominating Committee – Paul Berge and Jackie Davis volunteered.
- b) Roof – Roof leaked last week. 2014 estimate was \$16,000. Flat roof repair with 15 major blisters would be \$6,500. Accomack provided half of the estimate. Cara directed to consult DPW for advise as to how to proceed and contractors.
- c) Registration Policy – Need to be clear whether Policy is that a fee is charged for non-Accomack or Northampton residents of Virginia.



Residents of the Commonwealth of Virginia are eligible for a credit card with no fee (the wording from the previous policy be re-instated into the policy). Coady requests that Cara returns to the next Board meeting with the recommended new guest card and replacement card fee and an additional sentence clarifying Virginia residency card.

- d) 60<sup>th</sup> Anniversary – Barbara Coady and Kitty Hall voted to form a committee to plan how to celebrate.

### **Old Business**

#### **Closed Meeting**

Motion was made by Paul Berge, seconded by Gerry Ryan, that the Board ENTER CLOSED SESSION AS PERMITTED BY SECTION 2.2-3711(a)(3) TO DISCUSS THE ACQUISITION OF REAL PROPERTY FOR A PUBLIC PURPOSE, OR OF THE DISPOSITION OF PUBLICLY HELD REAL PROPERTY, WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OF THE PUBLIC BODY;

All members were present with the exception(s) of Dana Bundick and voted “yes.” The motion was unanimously passed.

#### **Certification of Closed Meeting**

DO YOU CERTIFY THAT THE MATTERS DISCUSSED IN THE CLOSED SESSION JUST HELD WERE COVERED IN THE MOTION BY WHICH THE LIBRARY BOARD ENTERED CLOSED SESSION, AND WERE EXCLUDED FROM THE OPEN MEETING REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT?

After Closed Session, the Chairman reconvened the meeting and said that the Board had entered closed session for those purposes as set out in paragraph 7 of Section 2.2- 3711 of the Code of Virginia of 1950, as amended. Upon being polled individually by a roll call vote in open meeting, each Board member confirmed that these were the only matters of discussion during the closed session.

#### **Additional Comments:**

- Onancock Farmers Marking - September 16<sup>th</sup>
- National Library Legislation Day is May 1-2

Next meeting at May 9<sup>th</sup> at Accomac.

Gerry Ryan motioned and Dennis Custis seconded to adjourn the meeting. Meeting adjourned at 3:21 pm by the Chair.



Respectfully submitted,

Cara Burton, Secretary

DRAFT