

Main Library - Accomac

Northampton Free Library
Chincoteague Island Library
Cape Charles Memorial Library

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EASTERN SHORE PUBLIC LIBRARY
BOARD OF TRUSTEES
November 14, 2017, 1:00 pm
Chincoteague Island Library, Chincoteague, VA

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

In attendance: Cara Burton, Director. Staff: Janice Felker. Other: Colette Nelson, Foundation President.

Meeting called to order at 1:00 pm by Kitty Hall.

Public Comments: Colette Nelson announced that the ESPL Foundation received a donation of a 1959 Jaguar. Jay Davenport and Curtis Badger will research its value and best way to use the donation to raise funds. The Foundation had also received the donation of Kirk Mariner's house and welcomes more items of value.

Minutes. Minutes include October 10 and the October 30 Special Board meeting. Minutes approved as distributed. Berge motioned and Ryan seconded approval of the October 10 minutes with Coady's edits. Motion passed. Coady motioned to approve the October 30th minutes with her edits including adding Kitty Hall's name to a motion and deletion of the word "requests" in the 3rd to last paragraph. Bundick seconded. Motion passed.

Financial Report. Burton explained her discussion with the auditor. The donation of the Parksley property by the Foundation as well as the Town of Parksley donation were identified in the audit. Coady asked for a copy of the 2016 audit pages referenced and noted. A CD in the endowment matured and the library received a check for the amount. Ryan motioned \$10,000 from the endowment will go into the reserve to cover unanticipated expenses. Berge seconded. Motion passed. Ryan motioned to accept the financial report and Bloxom seconded. Motion passed.

Branch and Friends' Reports

- Cape Charles Memorial Library - Report submitted.



- Chincoteague Island – Fundraiser this weekend.
- Northampton Free Library – Report submitted. Discussion of storyteller attendance. A survey is underway to identify best times for children’s programs.
- Friends of the Main Library – Successful book sale on November 11.

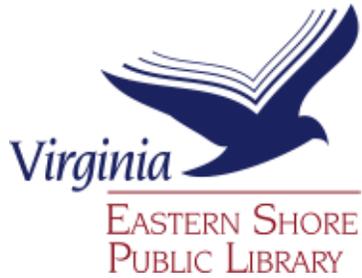
Library Director – Hall asked about the Mock Newbery program. Felker stated that we are trying as a Facebook group and includes displays at NFL and Main; asking people to read the Newbery award nominees and guess who may win. Hall asked about the Tidewater Reads. Burton registered for the PLA Conference and Hall wants to go. Coady questioned Internet speed. Burton replied that it is ESPL dated equipment; technical consultant is reviewing issue with manufacturer. Burton explained the new Funding Information Network Partner initiative. Nelson stated how important the Foundation Directory information has been in the capital campaign. An appropriation by the ESVACF, not a grant, is supporting the FIN subscription.

ESPL Foundation (Paul Berge) – Report submitted. March 17, 2018 will be the fundraiser at the Island house. Recognized the generous donations in memory of Mayor Jim Eichelberger. Jeff Holland is assisting with donor support. Burton reviewed the NEH grant application.

Board Committees

Construction Committee (Gerry Ryan) – Met November 10. Ryan has a print copy of the WTS presentation to the Construction Committee. Ryan acknowledged that Burton worked with WTS to have designs that addressed concerns of various stakeholders. The new design was reviewed at the committee meeting. Ryan showed BOT the drawing with Collins’ notes of the committee feedback. The BOT needs to approve this conceptual drawing so the architects can proceed to do the boring tests, as the footprint will be defined. (version that includes the Friends room). Stewart Hall and John Callander have been invaluable on the committee. Custis motioned to approve the updated conceptual drawings and Hall seconded. Motion passed. The survey has been done.

Capital Finance Committee (Paul Berge) – Paul reviewed the NCALL loan plan. The library is on the BoS agenda for November 15, 2017. The MOU will be discussed. Burton, Davis and Ryan are the MOU working group for the BOT. The Parksley planning grant will be delayed for a year.



Budget Committee (Barbara Coady) – no report

60th Anniversary (Burton, Coady, Edmonds, Hall) – Coady is working on a booklet. Burton reviewed that the movie fundraiser was not cost effective.

Old Business

Animals in Library Policy - Coady motioned and Ryan seconded approving the Animal Policy. Motion passed.

Vendor Merchant Account - Bundick is reviewing the fees and will report back at the December meeting.

Next meeting will be December 12 in Accomac.

Berge motioned and Ryan seconded to adjourn the meeting. Motion passed.

Meeting adjourned at 3:00 pm by the Chair.

Respectfully submitted,

Cara Burton, Secretary