



Main Library - Accomac

Northampton Free Library
Chincoteague Island Library
Cape Charles Memorial Library

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EASTERN SHORE PUBLIC LIBRARY
BOARD OF TRUSTEES
January 9, 2018, 1:00 pm
Foundation Fundraising Office at Four Corners Plaza
due to boiler outage at Accomac Library.

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

In attendance: Cara Burton, Director. Staff: Paul Muhly.

Meeting called to order at 1:04 pm.

Public comments. None.

Minutes. Dennis motioned and Pat seconded. Minutes approved as distributed.

Financial Report. Distributed. Burton reviewed how boiler being payed. Check from Accomack being picked up.

ESPL

Cape Charles - Wireless printing with the copy machine. Rearranged the children's books for better visibility. Did two festive Fridays which were very successful. Closed Thursday, Friday, and Saturday and opened noon on Monday, 1/8 for weather. May close early Thursday.

Chincoteague - Board meeting postponed Friday due to weather; to be Jan. 12. Closed Thursday and Friday, Jan. 4 and 5, for weather. In middle of fundraising campaign.

Northampton Free - Distributed.

Friends - Santa event was successful.

Director's Report - Hall asked about the sensitive Santa and was discussion about serving autistic children and others with special needs. Linda Philpott is



setting up NAMI group in CC area. Reviewed closings with weather and boiler and how staff spent time. Issues with the library fire alarm and disaster plan.

ESPL Foundation Liaison – Officers elected with new recording secretary. Getting a proposal for a strategic fundraising planning meeting to improve organization and capital campaign.

Capital Project Update

a. **Construction Committee** - Report distributed. January 15 and 29 will have Construction Committee meetings. Two new people were invited to attend the last meeting. Ryan motions that Tom Rokowski and C.L. Bundick be appointed to the Committee. Valentine seconded. Rokowski retired from VDOT as project inspector. Bundick works for County as electrical inspector and lives in Parksley. Interim Mayor has been asked to attend. Motion passed.

Public update meetings are still scheduled for tomorrow. Ryan distributed the most recent renderings that will be shown tomorrow. Ryan recommends that the next chair receive prior meeting notes. Minutes are not taken at the meetings. Architects have been very responsive to the Committee's suggestions.

Ryan is resigning from the Construction Committee and presented a letter to the Board citing personal reasons, effective immediately. Hall motioned that the resignation be accepted with reservations; Custis seconded. Motion passed with Ryan abstaining.

b. **Finance Committee** – Report distributed. Conference call between Mike Mason, Karen Kollias, and Cara Burton to take place. ANEC is expected to discuss the library hopefully in next ANEC board meeting. Discussed governor's budget allocation for the library.

Hall reported that has gotten good response about the FIN Foundation Directory access.

Budget Committee – no report

Old Business

Heritage Center naming – Kim Miles sent a letter to the board regarding the financial support for the Heritage Center and the need to name the rooms to cement the distinctive space of the Heritage Center. He would like his suggestions acted on soon so that the local representatives. Burton explained what she has already sent to Miles, including a drawing with just the



addition/Heritage Center. Ryan stated that in the Construction Committee that the public drawings do not include a possible expansion. Bloxom asked if the ESR Committee thought the Heritage Center archive is too small. Custis said that whatever naming is done now it is to facilitate obtaining funding. Bloxom asked if the Construction Committee reviewed Miles' request. (1) Designate the addition as the ESVA HC, Custis motioned and Bloxom seconded. Motion passed with one nay. (2) Rename certain rooms . The lecture hall fine, but do not see need to rename each room, particularly the YA room. Hall felt was too much detail and Ryan said moot point. No motion. (3) Architect prepare budget with all costs above \$1M. Custis said this should not cover a motion. Ryan asked if the ES Committee does not raise the \$1M, is the library committed to having the Heritage Center. Hall and Bloxom felt yes, the HC is needed. (4) Adopt a budget: moot point. (5) Signage and side view entrance drawing. Felt Burton can instruct architects.

New Business

a. **Audit Report** – acknowledged of receipt.

b. **Formation of a Facilities Committee** – Hall motioned that a Facilities Committee be formed that is responsible for facilities issues. Ryan seconded Ryan moves an amendment that it also evaluates the premises and makes recommendations for improvement and replacement. Bloxom seconded. Coady said there was a “Building Maintenance Committee,” but it was never replaced as board members left. Amendment passed. Motion passed. Coady said she would forward the previous committee did. Hall assigned Ryan, Custis, Burton, and Dahlmans will be on the committee.

Other: Fundraiser on March 17th and posters are being distributed.

Resolution: Berge presented a letter with a 5 point resolution (attached) regarding the County's motions at their November meeting. Ryan moved for discussion and Hall seconded. Ryan: is Mason taking the ESPL MOU suggestions to the BoS on the 17th, because we have not received a response to our submission to the MOU. Ryan agrees with Berge's letter, but do not know if it is appropriate to send to BoS as they have not responded to our MOU suggestions. Valentine asked where the MOU stands. Ryan asked Muhly if the BoS has received any information on MOU. Muhly said not collectively. Muhly said can only speak for himself. The Chairman and Mason are waiting to hear final disposition of the loan along with the county attorney. Both parties need to



come up with MOU. "Hang-up" is waiting to hear about the loan. Ryan disagreed that the hang-up is the need for Mason to communicate to BoS his recommendations for an MOU. Valentine requested that BoT be resent ESPL MOU recommendations and Hall will send out. Hall said Kollias has only been in communication with Mason. Valentine questioned when NCALL board was meeting. Berge was unsure; Hall and Burton thought is the 17th. Coady clarified that the action item is the "be it resolved" of the last paragraph. Berge's concern is that the Steering Committee affects the BoT plan for a Construction Committee. Berge recommend table the resolution and that the discussion indicated consensus for the MOU committee's purpose. Ryan moved the resolution be tabled and Custis seconded. Motion passed.

Next meeting will be Tuesday, February 13 at 1:00 pm in Accomac.

Meeting adjourned at 2:44 pm by the Chair.

Respectfully submitted,

Cara Burton, Secretary