



Main Library - Accomac

Northampton Free Library
Chincoteague Island Library
Cape Charles Memorial Library

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EASTERN SHORE PUBLIC LIBRARY
BOARD OF TRUSTEES
February 13, 2018, 1:00 pm
Main Library, Accomac, VA

Present: Kitty Hall (Chair) – by Facetime, Jackie Davis (Vice Chair), Paul Berge, Patricia Bloxom, Ann Rutledge, Gerry Ryan, Tim Valentine.

Absent: Barbara Coady, Dennis Custis, Dana Bundick (Treasurer),

In attendance: Colette Nelson (Foundation President), Cara Burton, Director. Staff: Summer Dahlmanns, Janice Felcher, Charle Ricci, Barbii Rogers

Meeting called to order at 1:04 pm.

Public comments. None.

Minutes. Ryan motioned to approve the January regular and special meeting minutes as revised and distributed. Valentine seconded. Motion passed.

Financial Reports – Bloxom asked about our utility bills during severe weather. Check from insurance company for boiler replacement has been received and will need to be transferred back into the restricted account. Ryan motioned to approve the report. Berge seconded. Motion passed.

Branch and Friends' Reports

Cape Charles – Rutledge thanked Dennis Custis and Cara Burton for speaking at their Friends' annual meeting. Friends have donated funds for a laptop computer and an AWE Early Literacy Computer. Sharon Silvey has been doing outreach with STEM programs in the schools.

Chincoteague – Linda Ryan gave a presentation to the Chincoteague Town Council, which was distributed to the BoT. Hall commented that the presentation was wonderful.

Northampton Free – Rogers introduced. Ryan suggested that she be added to the Facility Committee.



- a. **Friends of ESPL** –Bookworm newsletter recently mailed. Burton urged board members to join. Burton has applied for a grant from the United Way through the Friends group, since they are a 501(c)3 organization. The grant will be used to purchase two iPad tables for Accomac and one iPad table for NFL.

Director's Report. Distributed by e-mail. In addition to report, Burton is on the executive board of Healthy Communities and the ESPL is featured in a recent printed report and PowerPoint presentation by Healthy Communities. Janice Felker is a member of their Food Access & Equity Workgroup, and also attends the Healthy Community meetings. Beneficial networking and connections have resulted from this participation. Fine amnesty has been offered in celebration of diamond jubilee, good customer service to regain blocked users, as well as create good will due to our boiler closure. Logs were kept of forgiven fines at all ESPL locations, with at least 340 people taking advantage of the amnesty. There is a change in thinking regarding library fines, with some libraries not charging fines at all. Burton is going to look at our fine income closely and may recommend that the ESPL refrain from charging overdue fines, or at least children's overdue fines. Parksley planning meeting and town meeting, both held on February 12, 2018 were very positive - a lot of excitement in the town, partly because of the library moving to Parksley, as well as an influx of civically active new town residents. George McMath provided very positive feedback about latest drawings and floorplans. Art Fournier asked that Burton mention that any grants applied for be in the name of the Eastern Shore Public Library and Heritage Center for the purposes of a challenge grant application to the NEH. Burton received a letter from the Virginia Historical Society regarding their name change to the Virginia Museum of History and Culture. This reinforces our way of thinking about planning our new facility, with emphasis on history and culture. Burton also received a box of items related to Northam's inauguration for our archives.

ESPL Foundation (Paul Berge) - Berge reviewed fundraising retreat. 24 attended with BoT members Hall, Berge, Custis, and Valentine. The group decided that a March capital campaign be changed to the September groundbreaking. Report distributed. NCALL will have a fundraising consultant come on March 22, but it is unclear that BoT are expected to attend.

Capital Project Update

- a. **Construction Committee** (Paul Berge) - Tentative images of the exterior with the signage for the Heritage Center were distributed. Feb. 1, 2018



floor plan was reviewed. Burton commented that the reduction in children's room square footage is not acceptable. Ryan motioned to shift the staff area toward the adult section and revert to the January 9, 2018 square footage for the children's and adult areas. Valentine seconded. Motion passed.

Valentine motioned to approve the February 1 rendering of the exterior with the Heritage Center signage. Ryan seconded. Motion passed.

LEED certification was reviewed at the meeting and all agreed that it was not worth the cost or risk. Valentine motioned to accept the recommendations on LEED from the January 15th meeting. Ryan seconded. Motion passed.

Friends of ESPL had suggested unisex bathrooms. The Committee did not want to reduce the number of toilets.

Ryan motioned to accept the report. Bloxom seconded. Motion passed.

Old Business

MOU: Closed Meeting

Motion was made by Gerry Ryan, seconded by Paul Berge that the Board ENTER CLOSED SESSION AS PERMITTED BY SECTION 2.2-3711(a)(29) OF THE FREEDOM OF INFORMATION ACT TO DISCUSS THE AWARD OF A PUBLIC CONTRACT INVOLVING THE EXPENDITURE OF PUBLIC FUNDS, INCLUDING INTERVIEWS OF BIDDERS OR OFFERORS, AND DISCUSSION OF THE TERMS OR SCOPE OF SUCH CONTRACT, WHERE DISCUSSION IN AN OPEN SESSION WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE PUBLIC BODY. Colette Nelson, Frank Hall (Facetime), and John Custis were present.

All members were present with the exception(s) of Kitty Hall (by FaceTime), Dana Bundick, Barbara Coady, and Dennis Custis and voted "yes." The motion was unanimously passed.

The Board came out of closed session at 3:00 pm.

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?

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.

Finance Committee (Paul Berge) – Berge reviewed ANEC request and has not heard from them.

New Business

Meeting Dates and Locations – Ryan motioned approval and Valentine seconded the proposed meeting schedule.

Facility Committee (Ryan) – Ryan reported that a 2014 Building Assessment was presented to the Committee by Coady. Berge motioned and Valentine seconded that Barbii Rogers be appointed to the Committee.

Committee Chairperson for Construction Committee – Berge stated his intention that he rotate off the Committee and they seek a new Chairperson. Burton suggested that co-chairpersons be considered.

Nelson stated that she planned to come to the BoT meetings.

Hall thanked Davis for chairing the meeting.

Next meeting is at March 13 at 1:00 pm in Accomac.

Davis motioned to adjourn and Bloxom seconded. Motion passed and meeting adjourned at 3:17 pm.

Respectfully submitted,

Cara Burton, Secretary