



Main Library - Accomac

Northampton Free Library
Chincoteague Island Library
Cape Charles Memorial Library

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EASTERN SHORE PUBLIC LIBRARY
BOARD OF TRUSTEES
October 9, 2018, 1:00 pm
Chincoteague Island Library, VA

Present: Gerry Ryan (Vice Chair), Barbara Coady, Dennis Custis, Kitty Hall, Ann Rutledge, Tim Valentine. Absent: Jackie Davis (Chair), Dana Bundick (Treasurer), Patricia Bloxom
In attendance: Cara Burton, Director. Staff: Summer Dahlmanns, Janice Felker

1. Meeting called to order at 1:01 pm.
2. **Public comments.** None.
3. **Minutes.** Coady motioned and Hall seconded that the minutes be approved. Minutes approved as distributed.
4. **Financial Report.** Custis moved and Valentine seconded to accept the reports. Hall questioned the financial services expenses. Motion approved.
5. **Branch and Friend's Report**
 - a. **Cape Charles Memorial Library** - The 100th anniversary celebration plans were distributed. The Owl Prowl with Kiptopeake State Park was very popular. 15 to 20 people attended. A reader's sharing program and social media program took place.
 - b. **Chincoteague Island** - no report.
 - c. **Northampton Free Library** - Janice reported that the youth community garden group is going well. Rutledge asked about the iPad tables; Felker reported they are funded from the United Way grant and for children's programs. Rutledge said the AWE early literacy pc was very popular over the summer.
 - d. **Friends of ESPL** - They are having a 60th anniversary event on Oct. 23.
6. **Director's Report** - Hall asked what is Sonicwall.
7. ESPL Foundation/Capital Campaign Council
 - a. **Capital Campaign Update** - One correction to submitted report that the volunteer committee does not meet weekly. Ryan asked about the NMTC status. Ryan questioned the value engineering changes and the plans. Ryan questioned the parking lot changes Muhly wanted. Valentine said he has had concerns about the through traffic in the alley. He stated that VDOT suggested to Muhly to close the access to the parking lot.

Coady moved and Rutledge seconded that any decisions to move the egress in the parking lot by the Construction Committee come back to the BoT for approval. Motion carried.
8. **Capital Project Update**



- a. **Construction Committee** (Custis) – Architects said they would only submit a plan that met the budget, using the estimator’s quotes. Cut the brick wall by children’s room, furnishings, etc. The smaller items were kept. Several items cut can be added later. The committee has the 75% drawings now. 90% drawings will be presented next.
 - b. **Steering Committee** (Valentine) – Currently there are only two active members as Lewis is unable to participate at the time.
 - c. **Finance Committee** (no chair) – No update.
9. Budget Committee – No report.
 10. Old Business – No report.
 11. New Business – No report.
 12. Additional Comments – No comments.
 13. Next meeting: November 13, 2018 at ESPL in Accomac.
 14. Hall motioned to adjourn and Custis seconded. Motion carried. Meeting adjourned at 1:52 p.m. by Vice Chair Ryan.

Respectfully submitted,

A handwritten signature in black ink that reads "Cara Burton". The signature is written in a cursive, flowing style.

Cara Burton, Secretary