



Main Library – Accomac

Northampton Free Library  
Chincoteague Island Library  
Cape Charles Memorial Library

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EASTERN SHORE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
September 11, 2018, 3:30 pm  
Main Library, Accomac, VA

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

In attendance: Cara Burton, Director. Staff: Janice Felker, Wells Gregoire, Charle Ricci, Harriet Lonergan

Other: Colette Nelson (Foundation President), Pam Holley (Construction Committee Chair)

Meeting called to order at 3:29 pm.

Davis announced Trustee Paul Berge submitted his resignation on August 31, 2018. A correction is noted for the agenda that the next meeting will be at Chincoteague. Hall motioned that the time be changed so that the meeting will take place October 9, 2018 at 1:00 pm; Custis seconded. Motion passed.

Hall announced that the ESPL Foundation is having a party for directors, trustees, staff and volunteers at the fundraising office on Thursday, September 20, 2018, 5:00 – 7:00 pm. The 60<sup>th</sup> anniversary booklet will be debuted.

**Public comments.** None.

**Minutes.** Coady moves that the minutes be approved with her corrections, Hall seconded. Minutes approved as motioned. Discussion followed about the script for closed sessions.

**Finance.** Coady asked when the Union Bank account will be closed. Burton confirmed that will take place when all checks cleared and payroll transferred.

**Branch and Friend's Report**

- a. Cape Charles Memorial Library – as distributed.
- b. Chincoteague Island Library – Harriet Lonergan reported on mandatory evacuation. They are closing Wednesday, September 12, 2018 as volunteers have to evacuate. CIL had a Labor Day weekend yard sale fundraiser. October 4 will have a Poetry Night. They have ongoing book clubs.
- c. Northampton Free Library – report distributed.
- d. ESPL Friend's Reports – October 23 Friends 60<sup>th</sup> anniversary event, 2:00 – 5:00 pm to include book sale, birthday cake, and other activities.

**Library Director's Report** – Introduced Wells Gregoire, Adult Services Specialist, a new position. Miles Files succession and Literacy Coalition proposed by Dr. Fournier discussed. Custis said Mr. Miles calculated how much Stacia works on the ESR compared to staff dedication to other services. He has reached out to many more people off the ESVA concerning genealogy than anyone. Custis said he has heard literacy collaboration proposals for years and they have not



materialized. He feels Miles Files are more important. Hall feels addressing literacy issues is worth the investment by the library as now the community will have the space to collaborate. There is a different atmosphere now. It is important that preschoolers receive an introduction to literacy. Coady remarked that this will need to be built into next year's budget. The consensus is that the library should address both the Miles Files proposal to adopt the database management and user requests and the literacy coalition proposal to be a lead agency in collaboration. Burton reviewed ALA memberships. ESPL will pay for individual ALA memberships for professionals and not renew United for Libraries nor the ALA organizational membership. Library will be closing Thursday and Friday due to Hurricane Florence. Janice Felker reported on the success of the summer reading program. The lunches were an additional draw. The youth garden in Nassawadox is popular. She is working to get some landscaping done for a path, to be funded by the Friends of NFL with the Betsy Tankard memorials. We were signed up with FeedVA Day to help work in the garden, but that will be cancelled due to the storm. Blog has been done on the teen intern project as part of the grant requirement. She surveyed the two interns on the success of the program. Charle reported on the upcoming bestsellers list popularity. Holley has been helping to weed adult fiction. Harriet Lonergan will help prepare the nonfiction collection for the move.

ESPL Foundation/Capital Campaign Council

- a. Hall reported on the new capital campaign launching in October. Curtis Badger has accepted to be an honorary chair for the campaign. The Foundation will be meeting at other locations on the Shore as they serve the system of four libraries.

### **Capital Project Update**

- a. Construction Committee (Holley and Custis) - The Construction Committee met jointly with the Steering Committee. Staff need to convince the steering committee that the group study rooms are needed. A unisex bathroom needs to be in the Heritage Center. The Committee decided that the plans need to be for the initial goal, a \$4M construction project. Muhly emphasized that the BoS insists the money needs to be in hand to start the project. The meeting attendees reviewed the architect's recommendations to reduce costs, which include reducing the height of the clerestory and the entrance canopy. The concrete floor replacement is also under review. Holley reviewed the new architect project manager, Nicole Davilli. Holley reviewed unanswered questions with her. Hearing comments from the staff is making a difference in decision making. Holley felt the joint meeting went very well.
- b. Steering Committee Update - No additions to Construction Committee report.
- c. Finance Committee - Davis will fill the Trustee position on the committee until the next board meeting.

Discussion took place on replacing the Foundation Liaison. Hall volunteered to do that. Bloxom motioned to make Hall the Foundation Liaison; Custis seconded. Motion carried.

**Budget Committee** (Coady) - no report.

**Old Business** - none.

**New Business**



Coady moved that income from the Nora Turman Royalties Endowment be allocated for deposit in the ESPL Foundation archivist endowment. Hall seconded. Motion carried.

Burton reminded the board about the Merrill Lynch CD motion and that Bundick was reminded to liquidate them for transfer to the Foundation.

Custis motioned to adjourn; Bloxom seconded. Meeting adjourned at 4:54 pm by the Chair.

Respectfully submitted,

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

Cara Burton, Secretary