



Main Library - Accomac

Northampton Free Library
Chincoteague Island Library
Cape Charles Memorial Library

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**EASTERN SHORE PUBLIC LIBRARY
BOARD OF TRUSTEES**

June 9, 2020, 1:00 pm
(Meeting held electronically)

Present: Gerry Ryan (Chair), Tim Valentine (Vice Chair), Patricia Bloxom, Dennis Custis, Althea Pittman, Carl Rose-Jensen, James Lilliston (Treasurer). **Absent:** Ann Rutledge, Jay Davenport, Joyce Holland.

In attendance: Cara Burton, Director. **Staff:** Janice Felker, Charle Ricci

1. Meeting called to order by Chair Ryan at 1:08 pm.
2. **Public comments.** None.
3. **Financial Reports.** Deferred until July's meeting.
4. **Branch and Friends Reports**
 - a. Cape Charles Memorial Library - Deferred until July's meeting.
 - b. Chincoteague Island Library - Deferred until July's meeting.
 - c. Northampton Free Library - Deferred until July's meeting.
 - d. ESPL Friends Reports - Deferred until July's meeting.
5. **Library Director's Report** - Deferred until July's meeting.
6. **ESPL Foundation** (Davenport)
 - a. Capital Campaign Update - Deferred until July's meeting.
7. **Capital Project Update** - Steering Committee (Valentine)

Valentine was unable to attend the last construction meeting, but can visually see that progress is being made.
8. **Old Business.** None.
9. **New Business**
 - a. Approve auditor based on public bidding results
Custis motioned to approve accepting the auditing proposal from Dunham, Aukamp, & Rhodes, PLC of Chantilly, Virginia which was the lowest bid from the public request for proposals with a fee of \$5,100 the first year, \$5,250 the second year, and \$5,400 the third year and satisfactorily met the qualifications. Rose-Jensen seconded. Motion approved.
 - b. Approve revised budget for NEH Challenge Grant
Custis motioned to approve a change order of up to \$267,265 to the ESPL Regional Library Construction Project in order to make expenses that match the National Endowment for the Humanities Challenge Grant of \$500,000 be in Davis-Bacon compliance in order to meet the grant requirements. The change

order will be funded by the grant funds. \$100,000 of an additional portion of the NEH grant funds will pay for construction, \$20,000 for ESPL Foundation future fundraising, and the remaining balance for equipment for the ESVA Heritage Center. Valentine seconded. Burton noted that the Steering Committee will need to approve this revised budget at their June 10, 2020 meeting per Mike Mason, Accomack County Administrator. Motion approved.

c. Approve installation of a bus shelter at Northampton Free Library

Custis motioned to approve the request by the Town of Nassawadox to install a bus shelter and the necessary cement pad at the Northampton Free Library to be located near the curb where Star Transit picks up passengers. The project will be funded by the Town of Nassawadox and Star Transit and the ESPL will not incur any expenses. Future maintenance will be made by the Town of Nassawadox. The shelter will benefit the community by providing improved access to public transportation and thereby improved access to the public library. Bloxom seconded. Motion approved.

d. 2020-2021 Board of Trustees Officers

Ryan requested a nomination for the Chair of the Board of Trustees for 2020-2021. Hearing none, Ryan agreed to continue as Chair. Valentine agreed to continue as the Vice Chair of the Board of Trustees.

10. **Additional Comments** - None.

11. **Next Meeting:** Tuesday, July 14, 2020 at ESPL in Accomac at 1:00 PM

12. **Adjournment** - Custis moved to adjourn. Rose-Jensen seconded. Motion approved.

Meeting adjourned at 1:22 pm by the Chair.

Respectfully submitted,



Cara Burton, Secretary