

EASTERN SHORE PUBLIC LIBRARY

BOARD OF TRUSTEES

March 1, 2023 at 2:00 pm

(Meeting held in-person at the Accomack County Airport)

Present: Joyce Holland (Chair), Jay Davenport (Vice-Chair), David Poyer, Carl Rose-Jensen, Gary Heintzelman, Frank Russell, Althea Pittman arrived around 2:09p.m.

Absent: Dennis Custis, Gerry Ryan, James Lilliston, Accomack County Treasurer

In attendance: Janet Justis, Interim Director, Tiffany Flores, Administrative Assistant

1. Meeting was called to order by Chair Holland at 2:00 pm. A quorum was present
2. **Public Comments.** – None were presented.
3. **Approval of Minutes of February 14, 2023** - Heintzelman motioned to approve the minutes. Poyer seconded. No objections; motion adopted
4. **New Business**
 - a. **Naming Opportunities (plaques) for ESVA Regional Library and Heritage Center**
Chair Holland briefly discussed the plaques. Members were given a spreadsheet with donor information regarding each plaque. Davenport motioned to approve the donor plaques. Heintzelman seconded. No objections; motion adopted.
 - b. **Renewal of MOU between Eastern Shore Community College and Eastern Shore Public Library regarding Planning District 22 Regional Adult Education Grant**
The grant is effective July 1, 2023-June 30, 2026. Justis briefly discussed the renewal of the MOU emphasizing that the resources the library will provide to the college are already materials and technologies in the library; therefore, no additional costs will be incurred by ESPL. No modifications were made in this renewal. A brief discussion ensued. Davenport motioned to approve. Rose-Jensen seconded. No objections; motion adopted.

Search Committee (Holland)

Chair Entertained a Motion to go into Closed Session to Discuss Personnel Matters Involving a Draft Contract for the New Director

Chair entertained a motion to go into closed session to discuss personnel matters. Davenport moved

that the Board enter closed session to discuss the contract of the new director permitted by Virginia Code Section 2.2-371(A)(1): *“Public bodies may hold closed meetings only for the following purposes:*

Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.”

Poyer Seconded. No objections; motion adopted. Closed session began.

Search Committee Chair Holland) – Entertained a Motion to Reconvene in Open Session and Take a Recorded Vote Certifying That to the Best of Each Member’s Knowledge Only Business Matters as Exempt Were Discussed in Closed Session

Davenport made the motion. Poyer seconded. No objection; motion adopted.

Reconvened in Open Session.

Members Davenport, Poyer, Holland, Rose-Jensen, Pittman, Russell, and Heintzelman were polled and each indicated that only personnel matters were discussed in closed session.

Davenport motioned that the director’s contract be approved with minor modification provided by Poyer. Heintzelman seconded. No objections; motion adopted.

5. Additional Comments

Background Check: Poyer asked if the background check has been done. Justis responded that we have received the background check with no concerns.

Construction Update: Davenport gave a brief report on the library construction. He also read part of the engineer’s report regarding a 20 year warranty for the roof. Some work on the roof is still needed; therefore, an individual has been assigned to review the repairs to ensure real time supervision. Otherwise the project is on target for a substantial completion on 4-4-2023.

Move Dates: Justis reported that Bates Moving has been scheduled to begin moving on 4-24-2023. That portion of the move should take two weeks. Additional partner (Friends and Foundation) moves and staff setup and testing of equipment will begin on May 8th and continue as needed.

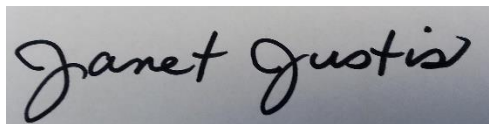
Lease Update: Davenport indicated that the lawyer representing the library has met with Jan Proctor, attorney for Accomack County. Davenport stated he feels parts of the lease are problematic. Negotiation to continue. Hopefully a final draft will be available by April 1st. The deadlines are tight given planned move date of 4-24-2023. Trustees must approve the final draft; their next meeting is on April 11, 2023. Then the Accomack County Board of Supervisors need to approve and their next meeting is on April 19, 2023. Special work sessions may be needed.

6. Next Meeting: Hold the date of March 14, 2023 to discuss additional business as needed.

Next Regular Meeting: Tuesday, April 11, 2023 at 1:00 pm, Accomack County Airport.

7. Adjournment – A motion to adjourn was made by Rose-Jensen and seconded by Davenport. No objections; motion adopted. Meeting adjourned at 2:04 pm by the Chair.

Respectfully submitted,

A rectangular box containing a handwritten signature in black ink. The signature reads "Janet Justis" in a cursive, flowing script.

Janet Justis, Secretary