



MINUTES

BOARD OF TRUSTEES: Eastern Shore of Virginia Public Library System

3.11.25 | 1 PM | Eastern Shore Regional Library & Heritage Center
Parksley, VA

Meeting called to order by Chair, David Poyer

ATTENDANCE

Present:

Grayson Chesser (arrived 1:10), Dennis Custis, Joyce Holland, Janet Justis, James Lilliston (*Zoom*) M.K. Miles, David Poyer (*Chair*), Carl Rose-Jensen, Maureen Teague (*Zoom*), Christopher Pote (arrived 1:10)

Absent:

Frank Russell

In Attendance:

Tiffany Flores, Luke Kelly

CALL TO ORDER

The meeting was called to order by David Poyer at 1:04PM. A quorum was present.

PUBLIC COMMENTS

No public Comments.

CONSENT AGENDA

Request was made to move Foundation report to after the Brach and Friends report.

Joyce Holland moved to accept the consent agenda with the above change. Dennis Custis seconded. Motion passed unanimously.

APPROVAL OF MINUTES [1.14.25]

On page 2 of minutes, Christopher Pote's last name needs to be corrected.

Janet Justis moved to accept the 2/27/25 meeting minutes with the above change. Carl Rose-Jensen seconded. Motion passed unanimously.

OLD BUSINESS

None.

FINANCIAL REPORT [C. Pote]

Christopher Pote provided a snapshot of the System's finances:

- The LGIP account gained \$249.88 in interest for a total balance of \$73,166.90
- As it's the final month of Q3, C. Pote will be presenting revised budget for FY25 to the Board next month, and plan to have FY26 budget, assuming we have all requisite information, for the May meeting.
- C. Pote is in the process of procuring furniture to fulfill the Foundation's annual appeal.
- Teen room shelving deposit has been submitted.

LIBRARY DIRECTOR'S SYSTEM REPORT [C. Pote]

Building Update

- There is still an issue with the HVAC dampers; Accomack County still working with contractors/vendors to remedy.

VLA Membership

- All Trustees have been included in ESPL's VLA membership.

May BoT Meeting

- C. Pote advises not to try to schedule a meeting in Cape Charles until we are confident their building updates are complete.

June BoT Meeting

- C. Pote advises the Board form a nominating committee for FY26 officer seats to be elected at the annual meeting in June.

Strategic Plan

- C. Pote indicated he and the Board need to start considering strategic plan revision and creation of the next one.
- The Board should expect to be reviewing policies at most meetings going forward.

Zoom

- Web conferencing of Board meetings will be transitioning from Zoom to Teams.

Annual Reviews

- Annuals reviews of all staff are underway, to be completed by end of the month.
- The Board is responsible for C. Pote's review by end of June.
 - Previous review process to be shared with Personnel Committee.

COMMITTEE REPORTS

Finance Committee (G. Chesser)

No report.

Personnel Committee (C. Rose-Jensen)

No report. Next meeting is in April.

Trustee Training Committee Report (J. Justis)

J. Justis reported that the previous meeting's LVA training with R. Thalacker went well. Has requested that next meeting be attended by R. Thalacker in person.

Facilities Committee Report (D. Poyer)

\$5,000 was received from both the Nassawadox Town Council and the Northampton Free Library Friends to support preliminary NFL expansion expenses.

Next site visit is scheduled for March 21 at Northampton Free Library.

BRANCH AND FRIENDS REPORTS

Cape Charles Memorial Library

Included in the written Library Director's System Report.

Chincoteague Island Library

Included in the written Library Director's System Report.

Northampton Free Library

Included in the written Library Director's System Report.

ESPL Friends of the Eastern Shore Public Library

M. Teague, reporting for K. Baird, discussed that because the March was so close to the postponed February meeting, there was nothing new to report.

ESPL FOUNDATION [D. Custis]

No report.

NEW BUSINESS

Heritage Center Mission Statement and Collection Development Policy – 1st Reading (C. Pote)

C. Pote read the Heritage Center Mission Statement and Collection Development Policy. D. Poyer indicated “digital” should be more present to better reflect our collecting parameters. Other minor amendments and typos discussed for correction for the second reading.

J. Justis moved to accept the recommended changes and that they be made prior to the 2nd reading. M.K. Miles seconded. Motion passed.

M.K. Miles inquired if the MilesFiles would be eligible for inclusion in the Heritage Center under this policy. C. Pote indicated that with or without “digital” language, MilesFiles absolutely does fit within the current parameters. C. Pote further noted that any concerns Mr. Miles had about transferring the MilesFiles to the Heritage Center can be addressed in the Deed of Gift.

ADDITIONAL COMMENTS

G. Chesser read from letter from Dr. Lloyd Newberry about his positive experiences with the ESPL, in particular the Eastern Shore Room collections and staff. Letter attached to these minutes.

NEXT MEETING

Tuesday, 4.8.25 at 1pm | Facility: Eastern Shore Regional Library & Heritage Center, 24313 Bennett Street, Parksley, VA 23421

ADJOURNMENT

D. Custis moved to adjourn the meeting. J. Justis seconded. The motion passed unanimously.

DR. S. LLOYD NEWBERRY



February 3, 2025

Dear Grayson,

It was good seeing you again at the Cape Charles Decoy Show last week. I

enjoyed the show and it's always nice to visit with old friends.

I was excited to hear about the new facility for the Eastern Shore Regional Library and Heritage Center.

Six years ago when Martha and I started our comprehensive work for the book that would deliver the

story of three generations of the Nathan Cobb family that settled on Cobb's Island, the task in front of

us was almost overwhelming. We crawled through many graveyards and spent hours in Clerk of Court

offices as well as countless interviews. But the single most factor that made the completion of this

story possible was the Eastern Shore Room of the library in Accomac and the valuable documents and

primary source material it housed along with the staff there, Dr. Miles Barnes and Stacia Childers. We

spent much time there reviewing documents and Dr. Barnes sent us copies of many more. As you know

the book was successful and a New York film producer has now made a historical documentary of the

story.

The people of the Eastern Shore of Virginia are extremely fortunate to have this new facility that will

house, collect, categorize, protect and make available for serious research and for the public alike

material which is so important to the history of the shore. Congratulations to everyone who is involved with this project. I hope to stop soon when coming through Parksley for a visit. I'm considering researching the history of Hog Island a bit and I can't think of a better place to start.

Best regards,

A handwritten signature in black ink, appearing to read 'Lloyd', written in a cursive style.

Lloyd Newberry