



MINUTES

BOARD OF TRUSTEES: Eastern Shore of Virginia Public Library System

4.8.25 | 1 PM | Eastern Shore Regional Library & Heritage Center
Parksley, VA

Meeting called to order by Chair, David Poyer

ATTENDANCE

Present:

Grayson Chesser, Dennis Custis, Joyce Holland, Janet Justis, M.K. Miles, Christopher Pote (*non-voting*), David Poyer (*Chair*), Carl Rose-Jensen, Maureen Teague

Absent:

James Lilliston, Frank Russell

In Attendance:

Kate Baird, Tiffany Flores, Kasey Grier, Jamie Johnson, Luke Kelly, Colette Nelson

APPROVAL OF CONSENT AGENDA

Joyce Holland moved to approve the consent agenda. Maureen Teague seconded. Motion passed unanimously.

CALL TO ORDER

The meeting was called to order by David Poyer at 12:59pm. A quorum was present.

PUBLIC COMMENTS

No public comments.

APPROVAL OF MINUTES [March 11, 2025]

Joyce Holland moved that the 3.11.25, meeting minutes be approved. Janet Justis seconded. Motion passed unanimously.

*Edit: Programs and Outreach Report, sentence 9, "the first **Clus**" should be "**Club**".*

OLD BUSINESS

Heritage Center Mission Statement and Collection Development Policy-2nd Reading

Joyce Holland moved to accept the policy as revised. Carl Rose-Jensen seconded. Motion carried unanimously.

FINANCIAL REPORT [C. Pote]

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

- The LGIP account earned \$275.58 in interest for a total balance of \$73,442.48
- Q4 disbursements have been requested from both counties; Accomack has been received
- LVA's disbursement was received two weeks early
- Last month Christopher Pote promised a budget revision, but with all the legal and federal distractions, there wasn't time to complete the project
- The budget is very strong, and the library system is in good shape, but the plan is to save as much as possible
- Last week C. Pote spoke with John Chandler, the Finance Director of Northampton County:
 - J. Chandler's budget plan that he's putting forth to the Northampton County Board of Supervisors to:
 - Fully fund ESPL for FY26 (vis-à-vis Accomack)
 - Support the NFL expansion request
 - Eliminate the true-up deficit
- IMLS/LSTA update- IMLS has been shuttered, how this affects ESPL:
 - None of our operating expenses are affected
 - None of our services for FY25 should be affected
 - LSTA up for renewal this year
- Services provided by LVA supported by federal funds that are in danger:
 - FindItVirginia: HelpNow, VetNow, Transparent Language; newspaper archive programs
 - ESPL website design, hosting, support – LVA will continue to this support this regardless until May 2026
 - Rough savings is \$600/yr + support
 - Comparatively, the Heritage Center pays \$600/month including support
 - LVA support – Most of the Library Development staff is federally funded
 - Through LVA the services above are currently only funded through September 30th
 - There will be a trickle-down effect
- eRate- Not tied to IMLS
 - eRate is not in the clear- the legality of the United Services Fund, which was established by the FCC, it is currently being challenged in the Supreme Court as a violation of the nondelegation doctrine. The case is not about subsidizing internet costs to rural communities, but the challenge is to the legality of how the United Services Fund collects and disperses money. The feeling is that this challenge will not be upheld and eRate will continue to exist, but we won't know until the Supreme Court opinions down in June.

LIBRARY DIRECTOR'S SYSTEM REPORT [C. Pote]

Building Update

- ESRL- Accomack County had a meeting with the contractor and the engineer on March 26, and the contractor is to order and install a needed part and to check the dampers and the non-working, exhaust fan again
- NFL- The septic tank has been emptied

Zoom

- There was a plan to switch to Teams for meetings, but the staff has not been able to get it to work well so Zoom will continue to be used for Board meetings.

FOIA Training

- All Trustees, including C. Pote, must complete VRSA's FOIA training.
 - It can all be completed online

Annual Reviews

- All staff annual reviews were all completed satisfactorily.
 - There were no major issues or concerns

Virginia Public Library Director's Association Annual Meeting

- In March, C. Pote attended the annual meeting in Harrisonburg
 - There were a lot of great networking opportunities and interactions with other directors and LVA staff

Nominating Committee

- The upcoming June meeting is the annual meeting at which votes will be taken for nominated officers
 - C. Pote recommended the establishment of a Nominating Committee
 - Positions that need to be nominated and elected:
 - Chair
 - Vice-Chair
 - Foundation Liaison Officer

Grayson Chesser moved that we establish a nominating committee. MK Miles seconded. Motion passes unanimously.

- MK Miles and Grayson Chesser volunteered to serve on the committee.

COMMITTEE REPORTS

Finance Committee (G. Chesser)

No report.

Personnel Committee (C. Rose-Jensen)

David Poyer, Chair: "I entertain a motion for a closed session".

Dennis Custis moved that the Board enter closed session to discuss personnel matters involving the Library System Director's annual review, as permitted by Virginia Code Section 2.2-3711(A)(1): "Public bodies may hold closed sessions only for the following purposes:

1. 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."

Carl Rose-Jensen seconded. The motion passed unanimously.

David Poyer, Chair: "We are now in a closed session. The discussion in the session is confidential".

Closed session ended.

Certification of Closed Session:

D. Poyer, Chair: "Do you certify that the matters discussed in the closed session just held were covered in the motion by which the Library Board entered closed session, and were excluded from the open meeting requirements of the Freedom of Information Act?"

Roll call vote.

D. Poyer, Chair: Upon being polled individually by a roll call vote in open meeting, each Board member confirmed that these were the only matters of discussion during the closed session. David Poyer says "yes", all members present voted "aye".

- David Poyer requested that Christopher Pote submit his job description to the Trustees in the next few days.
- The next agenda needs to have a closed session notice under Old Business for public notice so that the matter can be discussed further

Trustee Training Committee Report (J. Holland)

Joyce Holland shared that with everything that is affecting IMLS and LVA that Reagen Thalacker may be working through, it would be best to postpone the next Trustee training for July.

Facilities Committee Report (D. Poyer)

David Poyer shared that the committee completed a building inspection of the Northampton Free Library last month and that the identified concerns were shared with Christopher Pote and Connor Buyn.

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

Friends acting President, Kate Baird, shared the update from the Friends. (Report attached).

ESPL FOUNDATION [D. Custis]

Dennis Custis shared that he passed the Trustees thanks along to the Foundation for their annual campaign to purchase more furniture for the library.

- D. Custis explained that the Foundation is not running Raising of the Green this year, but they're planning other fundraising activities.

C. Pote shared that the Foundation created 3 paid internships:

- Joyce Brown Milliner Internship Program
 - For rising high school juniors and seniors
 - A stipend of \$1,500 for 16 hours of work per week for 8 weeks over the summer
 - Work will take place in the main library in Parksley
- Heritage Center Internship
 - These are for advanced undergraduate or graduate students exploring careers in public history or archival practices and management
 - \$2,500 stipend per semester
 - To take place over the course of the semester

NEW BUSINESS

- **ANNUAL REVIEW OF DIRECTOR:**
 - Discussion was handled under the Personnel Committee in a closed session

ADDITIONAL COMMENTS

- Dennis Custis congratulated Grayson Chesser for drawing such a crowd to the Eastern Shore Public Library & Heritage Center for his Eastern Shore Decoys and Their Makers program on March 13th.

NEXT MEETING

Tuesday, May 13, 2025, at 1PM | Facility: Eastern Shore Regional Library & Heritage Center, 24313 Bennett Street, Parksley, VA 23421

ADJOURNMENT

Janet Justis moved to adjourn the meeting. M.K. Miles seconded. The motion passed unanimously.

The meeting adjourned at 2:18pm by David Poyer.