



MINUTES

BOARD OF TRUSTEES: Eastern Shore of Virginia Public Library System

May 13, 2025 | 1 PM | Eastern Shore Regional Library & Heritage Center
Parksley, VA

Meeting called to order by Janet Justis

ATTENDANCE

Present:

Grayson Chesser, Dennis Custis, Joyce Holland, Janet Justis (*Chairing*), James Lilliston (*non-voting*, Zoom), M.K. Miles, Christopher Pote (*non-voting*), Carl Rose-Jensen (*Zoom*), Frank Russell, Maureen Teague

Absent:

David Poyer

In Attendance:

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

CALL TO ORDER

The meeting was called to order by Janet Justis at 1:01PM. A quorum was present.

APPROVAL OF CONSENT AGENDA

Joyce Holland moved that the 5.13.25, meeting consent agenda be approved. Frank Russell seconded. Motion passed unanimously.

PUBLIC COMMENTS

Kasey Grier, ESPL Foundation President shared that their spring/summer fundraiser is a drawing for a Trek electric bike. Tickets are \$10 each, and the proceeds are being directed towards library programs for young adults. There are 1,000 tickets for sale. The drawing will be held on July 15, 2025, and you do not have to be present to win.

APPROVAL OF MINUTES [April 8, 2025]

Joyce Holland moved that the 4.8.25 meeting minutes are approved with minor editorial changes. Frank Russell seconded. Motion passed unanimously.

OLD BUSINESS

No Old Business to Share

FINANCIAL REPORT [C. Pote]

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

- The LGIP account gained \$267.46 in interest for a total balance of \$73,709.94
- Finances are in good shape; budget lines are being spent down approaching year's end
- Health insurance premiums went up 24%
- IMLS/LSTA update – grants to states for FY26 has been 50% funded; LVA is hopeful that the remaining 50% will be funded. This temporarily staves off loss of services and LVA staff layoffs.
- State Aid application needs the Chair of the Board of Trustees signature to be submitted:

Joyce Holland moves that Vice-Chair, Janet Justis sign the State Aid application in David Poyer's absence so that it may be submitted on time. Frank Russell seconds. Motion passes unanimously.

LIBRARY DIRECTOR'S SYSTEM REPORT [C. Pote]

Building Update

- ESRL- the broken exhaust fan system is now working; the contractor is still working with the county towards a resolution for the repairs to the dampers.

Zoom

- After some trial sessions with Teams, we will continue using Zoom for BOT meetings. The sound quality while using Teams is not as good as Zoom and makes it difficult to hear everyone.

FOIA Training

- All Trustees must take VRSA's FOIA training.
 - If you have already completed this training, let Christopher Pote know.

Passing of Jerry Ryan

- The Board received a thank you note for their condolence notes and gift of flowers from Jerry Ryan's widow, Linda Ryan.

Financial Disclosure Requirement: Accomack County

- The County of Accomack sent a formal compliance request to the library for the 2024 financial disclosure data which needs to be publicly posted in the local newspaper. The data is being prepared to be sent to the County.

COMMITTEE REPORTS

Finance Committee (G. Chesser)

No report.

Personnel Committee (C. Rose-Jensen)

M.K. Miles shared that a client satisfaction survey was completed a few years ago and that the committee was thinking about creating one to give to patrons again.

- After discussion ensued, the Board decided that they would circle back to this in a few months' time after ESRL has reached its 2-year anniversary.

Trustee Training Committee Report (J. Holland)

Joyce Holland reminded the Board that Reagen Thalacker, from the Library of Virginia, will be running an in-person training session on the Book Reconsideration process with the Trustees at the July meeting.

Facilities Committee Report (D. Poyer)

No report.

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

ESPL FOUNDATION [D. Custis]

Dennis Custis encouraged the Trustees to buy tickets for the electric bike

- Kasey Grier invited everyone to the June 7th tea party (from 10am-noon) being held by the Foundation at the Eastern Shore Regional Library & Heritage Center to unveil the updated commemorative brick walkways honoring donors to the library. They will sell more bricks and tickets for the electric bike drawing at the event.
- The Foundation is also working on a legacy giving campaign that will start in the fall.

NEW BUSINESS

No new business

ADDITIONAL COMMENTS

- The kick-off of the summer reading program, Summer Fest is 6/14, 10am-2pm at the Eastern Shore Community College
- The Memorial Day celebration on Memorial Day at 10AM in Parksley
- Eastern Shore Rural Health annual Be Well Block Party in Parksley is on August 2nd, from 9am-12pm
- The Princess Tea Party at the Eastern Shore Railway Museum on 6/7/25 at 12PM (details can be found at the Railway Museum Facebook page)

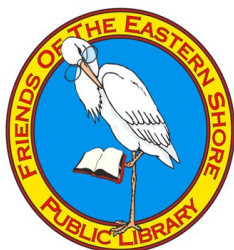
NEXT MEETING

Tuesday, 6.10.25 at 1PM | Facility: Eastern Shore Regional Library & Heritage Center, 24313 Bennett Street, Parksley, VA 23421

ADJOURNMENT

Dennis Custis moved to adjourn the meeting. Joyce Holland seconded. The motion passed unanimously.

The meeting adjourned at 2:01pm by Janet Justis.



FRIENDS OF THE EASTERN SHORE PUBLIC LIBRARY

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May 2025

To: Board of Trustees

Submitted by: Kate Baird – Acting President - Friends of the Eastern Shore Public Library

Greetings from The Friends.

Program Highlight – Book Club Program

Current *Friends* Board Member and former Northampton Free Library (NFL) librarian Susan Vreeland started the program in 2015. Recognizing the difficulty of getting enough copies of books for area book clubs Susan began shopping thrift stores and bookshops for appropriate titles and soon, with the help from friends at NFL accumulated 95 sets of books suitable for book club use. After Susan's retirement the program was moved to the main library. Following COVID Susan once again started gathering new titles for the book club sets. Working with Charle Ricci, Collection Management and Acquisitions Librarian, a plan was developed to maintain the collection of titles at 100 going forward, with six new titles being added each year and the corresponding number removed. (Currently there are 104 titles in the collection.) *Friends* of the ESPL have provided funding for the purchase of new titles.

Each Book Club set contains 10-12 copies of the book, a Discussion Resource guide that has author bios, discussion questions, reviews and author interviews for that particular book. The sets can be checked out for 6 weeks at a time. The titles vary from those on the best seller lists, to classics and come from differing cultures and settings. There is an assortment of non-fiction and fiction for both women and men and there are easy reads, ones that require slow contemplation and those with much to discuss to get the conversations moving and enjoyable.

According to Circulation Manager, Jamie Johnson, 60 sets were circulated in 2024. Going forward the hope is to make the sets more easily accessible to patrons and provide additional publicity for this great resource.

On Going and Up Coming Projects

- Bookshop sales for April \$397.00 YTD (July 24-April 25) \$3,737
Weekly Avg. \$100+
- Better World Books for April 2025 – 7 boxes, 125 books, gross sales \$263.08
commission \$30.23 YTD commission \$356.63
- \$3000.00 to Tiffany Flores, Program and Outreach Librarian, for Summer Fest.
- Charle Ricci and Kate Baird are working on an article for publication in *The Post* to highlight the growing Spanish and Haitian Creole collection funded in part by the *Friends*.
- The *Friends* will have a table at the Foundations Tea Party on June 7th.
- *Friends* continue to shelve, scan books for Better World Books, maintain their outreach locations, cover books and stock the Bookshop.