

James L. Hamner Public Library

Board of Trustees Minutes

Tuesday, July 18, 2017

The meeting was called to order at 7:00pm.

New members Hilda Foster and Linda Gallagher were sworn into office.

Members in attendance were: Jill Hames (Library Director), Phil Seyfreid, Hilda Foster, Carol Hix, Shannon Kern, Gail Geraghty, Mary Nell Tatum, Linda Gallagher and Heather Vaughan.

The minutes to approved, motioned by Heather, 2nd by Carol.

As corresponding secretary, Carol was asked to send a sympathy card to Carolyn Lewis letting her know we are sorry to hear of the death of her mother and a Thank you card to past board members Barry Pullen, Howard Hagye and Carolyn Lewis thanking them for their service.

Gail reported that there is \$879.63 in the account. A thank you gift was purchased for Donna McKinney totaling \$87.73.

The Friends', Linda Gallagher, reported that 1 of the 2 rental spaces has been filled. They are hoping to fill the other soon. They are trying a new membership drive where members get free books. This will hopefully encourage others to join and reduce inventory. The Friends' are contacting the Amelia Schools in hopes to start a new scholarship program, it was recommended to not limit it to those seeking a 4-year college but keep it open to those interested in trade schools too. Jill and the Friends' are working together on a documentary film in October called "Alice's Ordinary People." The Friends' will also be hosting a recognition for volunteers. Phil asked if membership forms can be brought to the meetings so we can all join.

Jill sent out a revised expenditure summary, keep in mind the numbers will change at the end of the year. In looking at the year-end report (4th quarter), you will see that visits to the library has decreased since last year. Other libraries are showing the same data, this is because there has been an increase of e-materials. Being part of the consortium has proven to be beneficial. The needs of a meeting space have increased more, but we currently don't meet those demands. The new micro fiche machine has been installed, call Jill if you'd a tutorial on how to use it. The summer reading program has been going great, Dave Rizley will be performing on Tuesday at 10:30am for the children and then again at 7pm for adults. Jill is still trying to find ways to outreach without stretching the staff. Sydnors store has allowed them to come starting in August. This location was picked due to a higher volume of traffic. Another outreach that seems to be successful is at Joker's Wild Tattoo in Farmville. They have allowed Jill to put books out on their table for the customers to read. Still having trouble with filling the full-time librarian spot. Jill has talked to the executive committee and Carla Cave to consider restructuring the staff internally and then hire for a part time helper. Jill asked if the BOT would like her to bring in a staff member to take minutes at the meeting. The answer was no because the current by-laws require the BOT having a member takes minutes. She would also like to revise the libraries mission statement. It will be put on the strategic plan and part of the policy committee to remind us to look at revising it. Patrons have been finding beautifully hand painted rocks that have been hidden in and outside the library. You can research it more by google searching PACROCKS.

Planning Committee went over the parts that need to be revised. Heather motioned, 2nd by Shannon to accept the Strategic Plan. Mary Nell informed the Board that one of Jill's goals is to have a Board member either do an online training course through the VLA and or participate in any of the 2 conferences. Shannon agreed to start the process, Jill will email her the program, she will do the course, give a report to the BOT and then pass the torch of the next phase of training to another BOT.

Gail still needs a replacement for District 3, Ralph Whitaker suggested Mary Anne Griles. Heather contacted John Foster, who was recommended by Jill, while at the meeting and he would like more information on the district 3 position before accepting.

Heather reviewed the all the new job policies along will changes to be made. It was motioned by Shannon to accept them and 2nd by Carol.

Nothing to report on facilities.

Nothing to report on public relations.

Evaluations were done in February. It is encouraged that all the BOT please take time to fill them out and return them. Not many were returned the last time.

Phil passed around the signup sheets for committees, it was encouraged to please pick at least one.

Carol went over the budget report and stated that the BOS are happy when the bottom line isn't over and Jill is doing a wonderful job staying on budget.

Under old business, the phone charger outlets have been ordered and are in, they just need to be installed.

Next Meetings:

August 9 at 4:30pm – Executive

September 19 at 7pm- Full Board

Meeting was adjourned at 8:30pm- motioned by Carol and 2nd by Hilda.