

Wythe-Grayson Library
Board Meeting Minutes: June 16, 2016
1:30 pm at the Grayson County Public Library
June: Special Meeting of the Board of Trustees

Board Members

Board Members Present:

Vice Chair, Steven Willis; Linda Boyer, Mike Langford, Mary Kelley, Elizabeth McGee

Board Members Absent:

Jackson Case, Rose Lester

Others Present:

Director: Mary R. Thomas

Others: Debby Jackson-Ricketts, Anita Libby

Proceedings:

Meeting Called to order at 1:35 pm by Vice Chair Steven T Willis. The meeting started with Pledge of Allegiance.

Reports: Informational and Administrative

Statistical Reports

Circulation Report

Circulation Report for May 2016 was presented for review. The Director pointed out the success of the Nature backpacks. One of the board members pointed out the 50% increase in circulation at Whitetop Public Library. Overall the W-GRL system is down 3.76% (comparing May 2015 to May 2016).

Branch Activity Report (BAR)

BAR for April and May were presented for review.

Financial Report

A print out of the current standing of the Libraries finances for the State and Local monies was passed around for review. It was indicated that all of the state funds have been spent. There are local monies remaining to be spend. Upcoming expenses include, but are not limited to, staff salaries for June and part of July.

Director's Report

New director's contact information is located at the top of the report. The new director indicated her appreciation from all those she has interacted with, at each library and in the community, in the past few weeks.

Highlighted items included:

- Remaining state funds: purchase of three AWE computers (2 AWE After School Edge computers and 1 AWE Early Literacy computer) and two wireless scanner/printers.
- Indicated a proposal for a change in insurance providers from VML to VACORP

At the meeting the Director brought to the attention of the board:

- A potential grant opportunity for Environmental Literacy: PLACE (Public Libraries Advancing Community Engagement).
 - Several board members suggested potential partnering organizations
- RUOnlineVA survey.

Approval of Meeting Minutes

Approval of the corrected March 2016 and the April 2016 minutes was not possible at this meeting. This is being postponed until the next board meeting to give all members a chance to view.

Public Comments

No public comments.

Old Business

- All state money has been spent
 - *Question:* Status of local spending and if there is any effect on state allocations in the future due to not spending all of local funding.
 - *Response:* Need to obtain further information
 - Mary Thomas will obtain information from the appropriate state and local officials
 - *Response:* State contribution estimate for FY16/17 increases by \$6060.00 over last year
 - *Question:* How much money is remaining at this point?
 - *Response:* There is about \$70,000.00 remaining in this FY. This money needs to go to cover payroll for June and expenses for part of July.
- Update on Van
 - Being fitted with four wheel drive.
 - *Question:* What is to be done with the old book van?
 - *Response:* Asking Grayson County what options are available, we would like to sell the old van.

- Code of Conduct and Code of Ethics
 - **MOTION:** to table discussion until Brenda Sutherland is at a meeting to, made by Linda Boyer, seconded by Mike Langford; motion passed.
- Five Year Plan review.
 - **MOTION:** to move review of the five year plan until July meeting, made by Mike Langford, seconded by Linda Boyer; motion passed.

New Business

- Insurance with VACORP
 - **MOTION** to accept VACORP proposal made by Mike Langford, seconded by Mary Kelley; motion passed.
- Money Transfer Request
 - **MOTION** to allow the transfer of money from the money market account to the regular account on a contingency basis between today's date and the next scheduled Grayson County Board of Supervisors meeting (July 12, 2016) made by Linda Boyer, seconded by Mary Kelley; motion passed.
- Rekeying 2 outside doors at Grayson County Library
 - No motion required, up to the director.
- James L "Sonny" Buchanan recognition of appreciation
 - **MOTION** to allow Elizabeth McGee: to speak on behalf of the WGRL Board of Trustees and to deliver Resolution of Appreciation at his Celebration of Life Service at Whitetop Community Center. Motion made by Linda Boyer and Seconded by Mike Langford; motion passed.

Next Meeting

The next regular meeting of the Board of Trustees will be at the Rural Retreat Public Library on July 21, 2016 at 1:00 PM

Elizabeth McGee suggested that the board meet every month for the first year of service of the new director. These meetings can be scheduled as special meetings without changing the bylaws of the board.

September 15, 2016 is a regularly scheduled meeting of the board at Whitetop Public Library at 1:30 PM

Meeting adjourned at 3:05 PM