

**BLACKWATER REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
June 15, 2022**

Present

Sylvia Claggett – Isle of Wight County
Ora Briggs – Sussex County
Deborah Dawson – Surry County
Cathy Funk – Isle of Wight County
Terri Hedgepeth – City of Franklin
Connie Henderson – Isle of Wight County
Michelle Manfred – Isle of Wight County
Jessica Moore – Sussex County
William Scott – City of Franklin
Pam Vaughan – Isle of Wight County
Bill Worsham – Southampton County
Ben Neal – Library Director
Bonnie Lauver – Assistant Library Director
Debbie Carter – Budget & Finance Manager

Remote (via Zoom)

Absent

MeChelle Blunt – Southampton County
Yvonne Jarrett – Southampton County
Pam Lease – City of Franklin
Denise Tynes – Isle of Wight County

Chair, Jessica Moore called the meeting of the Blackwater Regional Library Board of Trustees to order at 3:01 p.m. at the Franklin Branch.

Agenda

Ms. Briggs moved, and Ms. Manfred seconded that the agenda be approved as presented. The vote was unanimous.

Consideration of Remote Meeting Participation Requests

None

Minutes

Ms. Manfred moved, and Mr. Worsham seconded the minutes be approved as presented. The vote was unanimous.

Public Comment

None

Correspondence

Reappointment letter from Isle of Wight County for Ms. Sylvia Claggett
Reappointment letter from Sussex County for Ms. Ora Briggs
Southampton County has appointed Ms. Jennifer Cuthbertson
Currently, all seats are filled.

Library Director's Report

Central/System-wide Updates

Mr. Neal updated the Board on a book challenge that occurred and talked about the importance of intellectual freedom, and answered questions on the matter.

BRL is fully staffed as of June 5, 2022. Multiple staff members are preparing to attend the ALA Annual Conference later in the month. Six Senior Library Assistants began the process of becoming Notary Publics to increase availability of this free service. Almost 3,000 people connected to the internet via the library (in-house computers, MiFi check-outs, and 24/7 Wi-Fi).

Website Updates

Mr. Neal added a "Support the Library" page and added to the existing "About the Library" page on the website.

Committee Reports

Budget & Finance – Mr. Worsham – The committee met prior to the Board meeting. The current FY2022 Operating Budget needs to be amended to move surplus personnel funds into operating lines. A proposed amended budget was included in the mailed packet for the June 15, 2022 Board meeting. Staff proposed moving \$55,400 from personnel lines to computer replacement, furniture/equipment, staff training, and staff travel. The committee recommended approval. The vote was unanimous.

Personnel & Policy – Ms. Vaughan – no report

Accounts Payable

Ms. Funk moved, and Mr. Worsham seconded that the accounts payable be filed for the Annual Audit. The vote was unanimous.

Unfinished Business

Election of Officers– Ms. Moore – Article V of BRL's Constitution states that Trustees vote on officers in June, electing by majority. The Nominating Committee presented the following slate of officers at the May Board meeting for FY2023: Chair, Connie Henderson; Vice-Chair, Bill Worsham; Secretary, Terri Hedgepeth. Ms. Moore asked for nominations from the floor. Hearing none, she asked for a vote on the entire slate. The vote was unanimous.

New Business

Acknowledgement of Outgoing Board Member– Ms. Moore expressed thanks to Yvonne Jarrett for four years of service as a Trustee. Ms. Jarrett served as Secretary and on the Budget and Finance Committee.

Board Meeting Schedule 2022 - 2023 – A proposed schedule of Board meetings for fiscal year 2023 was included in the mailed packet. Ms. Briggs moved, and Ms. Hedgepeth seconded the schedule be approved as presented. The vote was unanimous.

Board Member Comments/Announcements

Ms. Hedgepeth – Rawls Museum Arts "Chalk It Up" event was a great success! Thanks to BRL for attending.

Dr. Scott – The MLK Center has been refurbished with a new computer room and game room. Looks good!

Ms. Claggett commended outgoing officers, she is pleased to be a part of the Board.

Ms. Briggs also commended outgoing officers.

Mr. Worsham thanked Mr. Neal and staff for work on the budget.

Ms. Moore thanked the Board for support in her time as Chair. She looks forward to Ms. Henderson as Chair.

Announcement of Next Meeting

Board Orientation will be held at 1:00 p.m. on July 20, 2022 at the Franklin Branch. All Trustees are encouraged to attend. The Blackwater Regional Library Board of Trustees meeting will immediately follow.

Adjournment

Ms. Briggs moved, and Ms. Manfred seconded the meeting be adjourned. The vote was unanimous.

The meeting was adjourned at 3:40 p.m.

Respectfully submitted,

Debbie Carter for
Deborah Dawson, Secretary