

**BLACKWATER REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
September 21, 2022**

Present

Ora Briggs – Sussex County
Sylvia Claggett – Isle of Wight County
Jennifer Cuthbertson – Southampton 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
Pam Lease – City of Franklin
Denise Tynes – Isle of Wight County

Chair, Connie Henderson called the meeting of the Blackwater Regional Library Board of Trustees to order at 2:33 p.m. at the Franklin Branch, following the Board Retreat.

Agenda

Ms. Henderson added a discussion of meeting times under New Business. Ms. Briggs moved, and Mr. Worsham seconded that the agenda be approved as amended. The vote was unanimous.

Consideration of Remote Meeting Participation Requests

None

Minutes

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

Public Comment

None

Correspondence

None

Library Director's Report

Central/System-wide Updates

Summer Reading Program 2022 saw the circulation of over 20,000 children's/youth materials, and featured 86 in-person programs reaching over 4,300 people.

Admin worked with staff to adjust hours in the Carrollton, Claremont, Courtland, Franklin, and Surry branches to make library services more accessible to the community. The changes were well received by City/County officials.

There is a Library Assistant vacancy in Wakefield/Waverly.

BRL staff completed 36 trainings in July and August.

Committee Reports

Budget & Finance – Ms. Worsham – The committee will meet during the first part of October to begin the FY2024 budget process. If you have not completed Mr. Neal’s survey, please do so by October 1st.

Personnel & Policy – Ms. Vaughan – no report

Accounts Payable

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

Unfinished Business

None

New Business

Meeting Time Discussion – Ms. Henderson asked if the current meeting time of 3:00 was convenient for all Trustees. There were no conflicts.

Board Member Comments/Announcements

Ms. Dawson – Was happy to see staff at the Nottoway Indian Powwow in Surry.

Ms. Henderson – Reminded Trustees that the VLA conference is scheduled in Norfolk in October, and offered to carpool. Mr. Neal can register Trustees through BRL’s VLA membership at a discounted rate.

Ms. Moore – Wakefield resumed its Book Club after summer vacation, and kicked off BRL Threads. Waverly was closed for several days for new carpet installation. After the Waverly’s Farmers Market and plant sale, the Friends group received \$17,000 from the Town of Waverly to help with carpet installation and other expenses!

Ms. Briggs – commended pop-up libraries at Stony Creek Fire Department. She extended an invitation to the Fall Community Day on October 29th at the former Jefferson Elementary School.

Ms. Cuthbertson—commended library staff for being at Heritage Days.

Announcement of Next Meeting

The next meeting of the Blackwater Regional Library Board of Trustees will be held at 3:00 p.m. on October 19, 2022 at the Franklin Branch.

Adjournment

Ms. Funk moved, and Ms. Manfred seconded the meeting be adjourned. The vote was unanimous. The meeting was adjourned at 3:06 p.m.

Respectfully submitted,

Debbie Carter for
Terri Hedgepeth, Secretary