

**BLACKWATER REGIONAL LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
July 19, 2023**

**Present**

Ora Briggs – Sussex County  
Deborah Dawson – Surry County  
Terri Hedgepeth – City of Franklin  
Connie Henderson – Isle of Wight County  
Pam Lease – City of Franklin  
Michelle Manfred – Isle of Wight County  
Jessica Moore – Sussex County  
Pam Vaughan – Isle of Wight County  
Bill Worsham – Southampton County  
Ben Neal – Library Director  
Debbie Carter – Budget & Finance Manager  
Nan Carmack – Library of Virginia

**Remote (via Zoom)**

**Absent**

MeChelle Blunt – Southampton County  
Sylvia Claggett – Isle of Wight County  
Jennifer Cuthbertson – Southampton County  
Denise Tynes – Isle of Wight County

Chair, Bill Worsham called the Board Orientation/Refresher of the Blackwater Regional Library Board of Trustees to order at 1:05 p.m. at the Franklin Branch. Mr. Worsham then turned the Orientation over to Mr. Neal.

Mr. Neal introduced Dr. Carmack of the Library of Virginia. Dr. Carmack presented information on a governing board's role, tips for success, FOIA "do's and don'ts", guidance on how to be an engaged board, and spoke about core library principles such as privacy and the Freedom to Read. Dr. Carmack answered questions from Board members about the definition of a public body, what meetings should be minuted, and other FOIA-related concerns.

Mr. Neal and the Board thanked Dr. Carmack for her presentation. Mr. Neal proceeded to give a presentation on the structure, budget, and funding sources of Blackwater Regional Library, and answered questions from Board members.

Afterwards, Mr. Worsham moved to adjourn for a short break prior to resuming for the full meeting. The Board orientation was adjourned at 2:40 p.m.

Respectfully submitted,

Debbie Carter for  
Sylvia Claggett, Secretary