

**BLACKWATER REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
September 20, 2023**

Present

Deborah Dawson – Surry County
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
Bonnie Lauver – Assistant Library Director
Debbie Carter – Budget & Finance Manager

Remote (via Zoom)

Absent

MeChelle Blunt – Southampton County
Ora Briggs – Sussex County
Sylvia Claggett – Isle of Wight County
Jennifer Cuthbertson – Southampton County
Terri Hedgepeth – City of Franklin
Denise Tynes – Isle of Wight County

Chair, Bill Worsham called the meeting of the Blackwater Regional Library Board of Trustees to order at 2:51 p.m. at the Franklin Branch, following Board Retreat.

Agenda

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

Consideration of Remote Meeting Participation Requests

None

Minutes

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

Public Comment

None

Correspondence

None

Library Director's Report

Central/System-wide Updates

Automatic renewals launched in August. Items not on request automatically renew, if eligible (3 renewals for most items).

BRL received a grant from Dollar General Foundation for outreach books.

Summer Reading 2023 was a big success with over 1,300 youth registered, and nearly 100 in-person programs reaching over 4,000 participants. Over 18,000 children's and YA books circulated during the six-week period.

Committee Reports

Budget & Finance – Ms. Moore – The committee needs to meet prior to the October Board of Trustees to begin work on the FY2025 budget. A budget must be adopted at the November Board of Trustees meeting. With upcoming locality elections, new Supervisors/City Council members may need education. It is imperative to advocate and encourage patrons to advocate on behalf of the library.

Budget & Finance will meet at the Franklin Branch on October 3, 2023 at 3:00 p.m.

Personnel & Policy – Ms. Vaughan – no report

Accounts Payable

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

Unfinished Business

None

New Business

None

Board Member Comments/Announcements

Ms. Henderson – asked how BRL’s strategic planning would work. Mr. Neal explained that the Long Range Planning committee would begin work early, with a new plan due to the Library of Virginia in December 2025. Dr. Carmack echoed many of Mr. Neal’s ideas, including a need for multiple community conversations in the entire service area. Ms. Henderson also recommends Banned Books kit. She continues to work with IOW Juneteenth planning and how BRL could be involved.

Ms. Moore – The next to last Waverly Farmers Market was very successful. Wakefield and Waverly book clubs resumed after a summer break. Waverly staff is working on programming for homeschool groups. Ms. Moore attended several workshops on a Zoom meeting offered by the American Library Association. She plans to bring finance related information to the Budget & Finance committee.

Mr. Neal – Regarding strategic planning, please keep in mind that we need to think about what BRL needs to do in the future to lift up and support our communities.

Mr. Worsham – As budget season approaches, please send any ideas to Ms. Moore for committee consideration.

Announcement of Next Meeting

The next Blackwater Regional Library Board of Trustees meeting will be at 3:00 p.m. on October 18, 2023 at the Franklin Branch.

Adjournment

Ms. Moore moved, and Ms. Lease seconded the meeting be adjourned. The vote was unanimous. The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Debbie Carter for
Sylvia Claggett, Secretary