

**Powhatan County Public Library
Board of Trustees Minutes
March 9, 2016**

Present: Susan Ash, Karen Bradbury, Joanne Fico, Randy Schulkers, Holly Stallworth, Geri Venable, and Library Director, Peggy Martin

Call to Order: The meeting was called to order at 6:06 P.M. by Chairperson Holly Stallworth

Minutes: The minutes from the February 10, 2016 meeting were read. A motion was made by Karen Bradbury to accept the minutes as presented. The motion was seconded by Geri Venable and unanimously approved.

Old Business:

- The Board reviewed last month's strategic planning notes, which were compiled by Peggy Martin.
- Sign for Building – Susan Ash reported that a metal sign would be too costly and suggested the possibility of commercial dense foam. She will investigate this avenue further.
- Randy Schulkers spoke with members of the group that works with Senior Connections. They were very open to discussing new ideas and improvements and would be willing to work with the library on new programs. Senior Connections' Friendship cafe currently participates in the Senior Bingo and Senior Movie day programs at the library.

Financial Reports:

- The Board reviewed the Financial Reports which indicate the library is on target for expenses based on percentages for this time in the fiscal year. Peggy Martin provided clarification on some items and responded to questions posed.
- Joanne Fico made a motion to accept the Financial Reports as presented. The motion was seconded by Geri Venable and unanimously approved by the members of the Board of Trustees.(BOT)

Director's Report:

- Citizen's Committee on Broadband – The Board of Supervisors recently established this committee with twelve members serving. Seven members are interested citizens appointed by the Board of Supervisors and five are County employees representing various departments. Peggy will be serving on the committee on behalf of the Library.
- Comcast & E-rate - We are still waiting for a response from Comcast about this.
- Security System- Interested companies toured the library to consider needs and make suggestions. A quote was received by a company that has done work in the county before. The quote was just under \$30,000.
- Budget Update-The Library budget will be reviewed by the Board of Supervisors on March 22. Peggy will be available at the meeting to answer any questions or review line by line if needed.
- Mini-Maker Fest- There was very good response again this year with approximately 400 people participating. Some new activities that were added were pottery making and leather stamping. The Robotics Club put on a demonstration and the Powhatan State Park participated as well.
- Black History Program- Approximately 50 individuals attended this program, sharing their memories of growing up in Powhatan, their lives today and addressing their hopes and concerns for the future.
- Financial Series- The series sponsored by the library and provided by a representative from Edward Jones Investments was cancelled after a few sessions due to a poor response. The Cooperative Extension Office will promote financial services in April by setting up a table in the library for two to three days to answer questions.
- PHS Emerging Leaders Class Geo-Caching event – The class is in the process of arranging another event in April, using a Disney or Marvel comics theme. They are working with the Parks and Rec

Department on the outdoor geocache, which will be on the trails outside in the park. Originally, they were considering a food truck (not approved by the BOT) but have decided to just sell donuts.

- Insurance Requirements- In discussions about the Geo-Caching event, questions were raised about whether groups booking the library conference rooms would need to add the county to their liability insurance policies. The county attorney was contacted for clarification. He did not feel the groups that currently book the rooms would need to add the county, unless they planned a major event and the library was not the host. Because the library does not allow such events after hours, the insurance won't be necessary.
- Powhatan State Park Program, "Eggstraordinary" – Interpreters from the Powhatan State Park will be providing this program on April 14. The program will feature various types of eggs that animals, reptiles etc. lay. All children are welcomed but the program is aimed at children that are at least 5 years old. There will be two sessions. One will be at 1:30 which might benefit our home schoolers and another will be held after school hours.
- "Bridges out of Poverty" – Peggy Martin, Geri Venable and Joanne Fico will be attending the local program.
- VPLDA- Virginia Public Library Directors Association will be holding their meeting in Staunton on April 21 and 22. Peggy Martin will attend.
- Huguenot Ruritan Club Volunteer Citizen of the Year Award- Peggy Martin submitted a letter nominating Joanne Fico for this award. Joanne was chosen for this honor, receiving a plaque and many thanks at an award dinner on March 7, 2016.
- Summer Reading Program Budget – A budget of \$2550.00 is being submitted to the Friends of the Library for consideration of funding. This funding will be addressed at their next meeting on March 15, 2016.

Patron Reports & Miscellaneous Reports: It was noted that there has been an increase in the number of patrons visiting the library, materials checked out and general use in all areas in February, compared to January.

Friends Report:

- Book sale dates are April 28, 29 & 30th.
- The booksellers, Shared Knowledge, the Friends work with will not be able to help sponsor the Summer Reading Program this year. The Friends is able to fully fund on its own.
- Joanne is in the process of acquiring a book about Belmead, The Black Military Academy on the James River written by Robert Walker who attended St. Emma's. The Library currently does not have this book in its collection.
- The Friends with the help of the PHS Emerging Leaders Class will be acquiring a Little Free Library Box. The Box will be made by the Building and Construction Shop at Powhatan High School. The original intent was to place it at the playground in Fighting Creek Park. This may not be possible due to a few unforeseen technicalities. The Friends group is now considering alternate placement if necessary.

Public Comments: None

New Business: There was no new business at this time.

Next Meeting Date: The next meeting will be on April 13, 2016 at 6:00 P.M.

Meeting Adjournment: The meeting was adjourned at 7:15 P.M.

Minutes respectfully submitted by Joanne Fico