

Richmond County Public Library
Minutes – June 19, 2012

Members present: Ed Marks, Chairman Dayle Collins, Vice-Chairman
Margaret Kurtz, Finance Jane Kemper
Mercer O'Hara Walter Ball
Gwynne Tayloe, III

Also present: Cherie Carl, Dean of Learning Resources
Ruth Lynn, Programming and Outreach Coordinator
Linda Taylor, Public Services Manager

E. Marks called meeting to order at 4:01 p.m. and welcome all.

The May 08, 2012 minutes were reviewed. J. Kemper moved to accept as written. D. Collins seconded. Motion carried.

M. Kurtz presented the June 19, 2012 Financial Report showing a bank balance of \$1,647.55. Activities transpired since May 8, 2012 was a \$0.30 interest deposit, a transfer expenditure of \$9,479.00 and an expenditure of \$52.76.

C. Carl reviewed the FY2011-2012 Income and Expenditures as of June 19, 2012 report: Income total \$119,492.07; Expenditure total \$117,844.58 (plus \$4571.55 last of the Gates monies spent on the Smart Table for the children's room); \$1425 encumbered for Summer Reading Program performers; and an ending balance of \$222.55.

C. Carl reviewed the FY2012-2013 Proposed Income and Expenditure Budget. Notification had been received from the Board of Supervisors announcing an allocation for the library in the amount of \$79,160.00. A thank you letter would be sent to the board for their support. The Library of Virginia posted FY2013 Final State Aid noting an allotted \$29,433.00 for the library. The anticipated income and expenditure is \$118,640.55. C. Carl noted that the contract fee with the college was at level funded as no increase had been requested. Under personnel, \$20,000.00 was budgeted to supplement the Programming/Outreach position. For FY2013, D. Collins monthly spreadsheets would be incorporated. M. Kurtz moved that the proposed FY2013 Budget be accepted as presented. G. Tayloe seconded. Motion carried.

C. Carl showed members functions on the Smart Table that was purchased using the rest of the Gates Grant. The table is an interactive program that offers educational tools such reading, geography, and mathematics. It is a mobile unit that can be useful for story times and in the classroom.

Renovation construction should begin in August. New furniture and shelving has been ordered. Upon completion of renovation, an open house with publicity would be scheduled. C. Carl is also working with Mark Beaver, RCC's Facilities Manager, on signage both temporary and permanent.

C. Carl asked members to consider a change in the contract payment method. Instead of 4 installments, please consider one request of \$56,848 when the county monies are received and a final \$6000 request when the Town funds are received. The proposed change was deferred until the July meeting.

For Outreach, R. Lynn shared photos from participation at RCES Fun Day, RCES Career Day, Story Times and Warsaw Farmer's Market. The exciting Summer Reading Program has over 60 sign-ups and more expected. The first SRP event is scheduled for July 10, at 1p.m in the Warsaw lecture hall. R. Lynn

extended an invitation to the board to attend. The next Warsaw Farmer's Market will be Saturday, July 14 with C. Carl manning the booth.

For the Friends of the Library, J. Kemper reported the summer newsletter would be in the mail soon.

Fundraising was tabled until the July meeting.

Discussion concerning negative publicity ensued. A letter written to a board member with some specific concerns was shared. It was agreed that response from the board should be positive and proactive. It was also agreed that C. Carl work with RCC's Public Relations Officer collaborating on a series of articles promoting the library and its services to the public. The first article would cover the beginning of the actual renovation construction; the second would be an invitation to an open house and then a post-open house article.

E. Marks announced the next meeting to be held July 10, at 4p.m.

With there being no further business for discussion, W. Ball moved for adjournment. M. Kurtz seconded. Meeting adjourned at 5:10 p.m.